

**Cannon Valley Elder Collegium
Board Meeting
2020-2021 Academic Year**

3:45 PM, Wednesday, 17 February 2021
Via Zoom Video Conference, Carol Rutz, Hosting

Members Present: Barbara Crouter, Sue Evans, Carol Rutz, David Norman, Steve Kelly, Colleen Vitek, Jill Ballard, David Peterson, Perry Mason, Peggy Sheldon, Bob Nyvall, Dan Van Tassel, Bill Rizzo, Karolyn Bertelsen, Art Higinbotham

Guest Present: Nicole Barnette, newly hired Director of Registration and Finance

1. The meeting was called to order at 3:47 PM by CVEC Chair, Dan Van Tassel.
2. The Minutes for the January 2021 Board Meeting were presented and approved as read.

3. Staff Reports:

a. Executive Director, Carol Rutz, reported that the new website is up and running well thanks to the work of Rich Noer. Bill mentioned that 36 registrations have already been received online and that the new system is working very well. Jill mentioned an issue with the receipt following registration, asking if the receipt might indicate the class desired. The question will be referred to Rich Noer.

Carol introduced the discussion about the search for a new Curriculum Director to succeed Perry Mason, who is leaving the position after four years. The Search has been listed in the February Newsletter and already there has been one inquiry. Traditionally the Directorship of this Committee has alternated between retired professors from St Olaf and Carleton Colleges, and it is now St Olaf's turn. In the past, it has been helpful for the Board members to personally approach likely candidates and encourage them to apply. This year will be no exception. We are looking for a candidate who is accustomed to building a course curriculum for a liberal arts college level course, preferably one who has experience with online teaching, and an individual with good people skills, perseverance, tact, and patience. A good network with the colleges is helpful as well, though the Deans of both colleges have been good about giving the Curriculum Director names of retiring professors each year. Someone with experience with CVEC as a student, instructor, Board member, etc. is also desirable. The Board was instructed to get busy and seek out potential candidates!

Carol brought forward the draft of the Calendar for the 2021-2022 Academic Year, which was reviewed and approved by the Board. A suggestion was made that we explore ways of offering "drive by pie" for those attending the Annual Membership Meeting scheduled for October 10th. This would keep a favorite tradition alive and perhaps encourage more members to attend the meeting. Karolyn has agreed to investigate this possibility.

b. Perry Mason, Curriculum Director discussed the calendar he maintains to help him with organization. Carol will send that out to the Board. Bob raised the question of whether it needs to be someone from either Carleton or St. Olaf, or whether it could be someone else. Perry: can be someone else, but connections help.

Perry indicated that he has 19 courses tentatively lined up for next year, not evenly spread out among the 3 sessions. Ten of them are in winter, and those instructors have all said that they would only teach in person. It is still too far away to know whether we will be able to meet in person.

c. Bill Rizzo, Registration and Finance Director reported that we are running a little worse than budget, but no concerns as we're in good financial position. Operations: balances are good. Dekker Fund is about 20% of our total fund balance. Bill introduced Nicole, and the board members each introduced themselves briefly.

4. Curriculum Committee Report: Since Perry had already spoken to curriculum issues, the agenda item was unnecessary except for questions or comments. Tim Bertelsen, Karolyn's husband, said there's someone at Village on the Cannon who has about 50 Great Courses audio courses that he is looking to donate. CVEC came to mind. There was some discussion. CVEC doesn't have anyplace to store these that would be conducive to them getting used. Consensus of the several Board members who spoke was that Fifty North is a better fit, as they have several shelves with books and other materials that members can use, take, etc. Tim will look into that, and no further action is required by the Board. Dan thanked Tim for thinking of us.

5. Other Committee Reports:

a. Nomination Committee: Barbara reported there are two names that they'll be recommending to the Board next month. Their resumes will be distributed to the Board along with the March Board material, and we will formally vote on recommending them in next month's meeting.

There were no other committee reports.

6. Dan adjourned the meeting at 4:56 pm.

Respectfully Submitted,

Sue Evans, recording secretary

Sue gratefully acknowledges the assistance of Colleen Vitek who took over the minutes when Sue's internet failed halfway through the meeting!