

OSHER LIFELONG LEARNING INSTITUTE  
At the University of Delaware in Dover

Council Meeting Minutes

August 15, 2018

ATTENDANCE: Rosemary Engle, Betty Ipnar, Anna Moshier, Pat Weaver, Phyllis Handler, Joe Bailey, Ronnie Grady, Madelyn Wright, Diana Faison, Bob Heifetz, Paula Wood, Caroline Baxter

CALL TO ORDER: The meeting was called to order at 9:00 by Chair Rosemary Engle.

APPROVAL OF MINUTES: The July minutes were approved as submitted.

NEW BUSINESS:

Council Vacancy:

Rosemary Engle announced that Suzie McLaughlin is interested in serving on Council as the Special Events team leader.

Greeter Team:

At the special events meeting on August 9, Rosemary Engle was able to recruit a good number of volunteers interested in being greeters for the first two weeks and the sixth week of classes. Paula Wood will contact these members to coordinate a schedule. The greeters will be located at the main and north parking lot entrances and man a table in the alcove for schedules, maps and nametags. An email blast will be sent out to members on entrances, signs, etc.

Instructor Orientation:

Phyllis Handler reported that the instructor orientation will be on Tuesday, August 21, in rooms 223-225 from 2:00 to 3:30 p.m. A cash bar social will follow at Fraziers. She would like to have color-coded maps, general guidelines, emergency medical procedures and course evaluations. The orientation will include a review of the list of FAQ with updated answers, classroom management, a tour with maps and AV instruction.

Calendar of Events:

Anna Moshier noted a correction to the end of semester luncheon to November 16, 10:00 a.m. to 3:00 p.m. at Wyoming United Methodist Church.

Proposal Requests:

Ronnie Grady inquired about a proposal received from Jan Miller for a statewide plein air painting group. The proposal requires no budget, organization or promotion. Anna Moshier said she saw no problem with the request, and that Jan should work with the other Art Department instructors on this proposal.

## TEAM REPORTS:

### Travel:

Madelyn Wright reported on the plans for the trip scheduled for October 19 to Hillwood Museum Gardens, Washington, DC. The registration form has been printed and will be available when classes begin. The trip price is \$70 per person for member with lunch/ \$75 per person for non-members with lunch, and \$50 per person for member without lunch/\$55 per person for non-members without lunch. The bus will depart the church at 8:00 a.m. and return at approximately 5:00 p.m. All registrations will be handled by the Lewes office; no money will be handled through the site office (Wyoming Church). A minimum of 35 passengers is required so it will be opened up to Lewes/Ocean View.

### Faculty Relations:

Phyllis Handler had reported previously on the Instructor Orientation scheduled for Tuesday, August 21, from 2 to 3:30 p.m. followed by a happy hour event.

### Member Relations:

Betty Ipnar reported that the team handled the catalog distribution, assisted with the Open House, coffee/refreshments and cleanup. Betty is now in the process of following up with catalog locations to determine how many catalogs have been taken. Betty suggested the team contact former members to find out why they did not register for the fall semester. Betty asked if we consider the phone calls beneficial with the Council members agreeing it was, but that we needed some way to determine this like a survey. Bob Heifetz suggested that OLLI consider sending the two-page version of the catalog offerings to members who have not registered for one year. This would be a cheaper option than mailing catalogs. The Council had a brief discussion of catalog distribution and a review of the places and if they are effective.

Betty expressed concern that after reviewing the original duties of the Member Relations Team, that many have been taken on by other teams. Anna Moshier feels that all the teams need a reassessment of duties because there are overlaps in many teams. She said we should consider what OLLI needs and use this as the basis for reassigning duties. Madelyn Wright pointed out that some teams are basically one person. Anna said that she is very concerned that we put out pleas for volunteers to the membership and only get one member to step up. Anna will send copies of the Strategic Plans done by Lewes and Wilmington for review and schedule a special meeting to discuss one for Dover OLLI.

### Special Events:

Rosemary Engle reported that the end of semester luncheon will be on November 16, at Wyoming Church. Suzie McLaughlin will be taking over as team leader. Rosemary reported that at the August 9 meeting she recruited members interested in helping with this team. The luncheon will be a potluck with entertainment. She asked if anyone had suggestions for entertainment to contact Suzie.

### Course Development:

Ronnie Grady reported that the team has not met during the summer. Carol Neild has given Ronnie the name of a potential instructor for the Spring semester. The team will meet in September.

### Community Relations:

Joe Bailey reported a new member has been added to this team, Deb Roberts. Joe will be team chair and Pat Weaver, co-chair. The team continues to evaluate the best ways to promote OLLI. Larry Klepner has suggested a back-to-school photo for submission to the newspaper. Joe feels every member should be considered a salesman for OLLI. He suggested that members be encouraged to display the magnetic OLLI signs on their vehicles. He feels the Senior Spree at Nobles Pond on August 24 is a good opportunity for OLLI because of its extensive advertising by the DELAWARE STATE NEWS (DSN). Anna Moshier will be making a presentation, and we will receive a free advertisement for participating. If our booth has electricity, we would like to have a laptop to do a rotating photo display. Joe has prepared a list of ice breaker questions to attract folks to the booth. Joe would like to do some follow up surveys to see if our efforts are producing results. Joe asked Anna what Lewes does to attract new members, but she reported that right now they are not doing anything. Lewes is a different demographic, they get a lot of members from new folks moving into the area and word of mouth. It was suggested that we have to get in the habit of giving gift certificates to educators as they retire. Bob Heifetz commented that there is a stigma that former educators want to be paid to teach. Joe distributed copies of an article from the July 17 DSN about the fall programs written by the Univ. of Delaware. Joe also wrote an article that appeared in the August Modern Maturity Center Bulletin.

### Scholarship:-

Ronnie Grady reported there has been one application for scholarship.

### STAFF REPORT:

Anna Moshier reported that Delaware have been invited to participate in a national OLLI survey. This will be statewide, not site specific. It will allow us to compare these new results with previous results.

Diana Faison will be in Dover one day per week, Wednesday. Paula Wood will have an office at the church and will be available when classes are in session. The move is progressing with the furniture being moved, etc. Dover OLLI has purchased cabinets, carts, OLLI signs and laptops. Kent/Sussex Outreach has covered the purchase of TVs and the facility rental. Paula will have a work cellphone. The TVs are ours for three years to maintain, after that time they become the responsibility of the church.

Anna reported that Renee Moy is working on the spring semester. Based on last year's request for proposals, the deadline should be September 20.

It was agreed the Open House went very well with attendance at approximately 200. As of Monday, August 13, we had a total of 136 registrations. There are a good number of members who have registered for classes at both Dover and Lewes. Priority registration ends on Thursday. The question was asked if we could take registrations at the Senior Spree on August 24, and if so, would a list of courses that are full be available.

The Homecoming Picnic will be held on Wednesday, October 10, at Cape Henlopen State Park. There will be no scheduled classes on that day, and Dover members are encouraged to attend the picnic.

The Univ. of Delaware ID sales at the Open House were very successful. It was suggested that we schedule another date to have IDs made for members who didn't take advantage of it at the Open House.

Budget Report:

Anna reviewed the FY 18 report showing the deficit was covered by reserve and foundation funds bringing Dover OLLI into balance for the year. Kent/Sussex will be one account with Lewes covering any deficits.

SPECIAL TEAM MEETING - DOVER OLLI STRATEGIC PLAN: Friday, October 5, 9 a.m.

NEXT MEETING: Monday, September 10, 8:30 a.m.

ADJOURNMENT: The meeting was adjourned at 11:00 a.m.

Respectfully submitted: Caroline M. Baxter

