

OSHER LIFELONG LEARNING INSTITUTE
At the University of Delaware in Dover

Council Meeting Minutes

October 8, 2018

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

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

APPROVAL OF MINUTES: The minutes of the September 17 meeting were approved as submitted.

NEW BUSINESS:

Art Department Issues:

A proposal was presented by Cade Gibson for a utility sink for the Art Department. Cade explained the problem the art students are having cleaning their brushes, hands and filling jars with water for painting. The acrylic paints are not safe for the drainage system in the restrooms. The use of the janitor's closet is impractical because of the setup of the faucet and drainage. The estimated cost of a wall-mounted, utility sink for the janitor's closet is \$109. This price does not include piping and installation. Phyllis Handler made a motion that we first check with the church and wait to see if the lease is approved before we proceed, this was seconded by Pat Weaver. This proposal was tabled until the next meeting.

First 5 Weeks Recap:

The consensus was that attendance was good, attitudes positive, and internet connectivity problems are being resolved to instructors' satisfaction. OLLI has purchased two hot spots that are handling the demand for internet service. A request was made for signs in the classrooms reserving seats for members with special needs (hearing, mobility, etc.), this will be addressed. Lids have been ordered for the coffee cups because the church has brought to our attention the spills on the carpet.

End of Semester Luncheon:

Suzie McLaughlin had requested that the name be changed to instructor appreciation luncheon. After discussion it was not considered to be a good idea. Paula Wood brought to the Council's attention that the church has an event on the same day in the evening that may require some rearrangement of tables after the event. Jim Brown has made a request to speak for 15 minutes to give tribute to our veterans. His presentation will include the first four lines of the Star Spangled Banner. There was discussion that this would set a precedent. Rosemary Engle is going to suggest that he consider a lunchtime speaker presentation. A motion was made that Jim Brown approach Art McLaughlin about doing a Tuesday lunchtime speaker presentation.

Jim Brown will be allowed to set up a table at the end of semester lunch but will not be part of the luncheon programming.

Calendar of Events – Dover Timeline:

The calendars for October and November were reviewed. University of Delaware ID photographs will be taken on October 10 at the picnic and the 17th in Dover. Anna will send out a notification to members. A strategic planning meeting will be held on Friday, November 2 at 9:00 a.m.

Team Meeting Dates:

- Special Events – October 15 at Noon
- Curriculum – Ronnie Grady is handling
- Community Relations – October 29 at Noon

TEAM MEETINGS:

Travel:

Madelyn Wright sent a report that the trip to Hillwood is still scheduled but has been downsized to a smaller bus.

Faculty Relations:

Phyllis Handler reported that she has had an issue with one instructor brought to her attention. She has spoken with this instructor twice. The instructor orientation was very successful. There was a good turnout, instructors toured the new facility, the technology training was helpful and 15 persons attended the happy hour.

Member Relations:

Betty Ipnar reported that her committee is continuing to offer the hospitality for the members.

Course Development:

Ronnie Grady distributed a report summarizing what her team is doing. They continue to encourage present instructors and work on leads for new courses for the spring semester. Anna Moshier will be emailing a spreadsheet with course proposals that have been received.

Scholarship:

Ronnie Grady reported that there have been no new scholarship requests. Joe Bailey brought up that one of the complaints Betty Ipnar received when she telephoned members was the price, however, these folks never take advantage of the scholarship opportunity. Anna Moshier said she will add this to the postcards.

Community Relations:

Joe Bailey discussed the interest cards filled out at the Nobles Pond Senior Spree in August. These cards also included suggestions for courses which have been shared with Ronnie Grady. The Community Relations and the Member Relations Teams share so many common goals and functions that we feel we should work more closely together. Joe would like to see the two-

page piece sent to people who filled out interest cards and former members who have not registered recently. Joe has sent letters (or emails) to people who filled out the interest cards at Senior Spree. Pat Weaver and Caroline Baxter talked with Andy West of the Delaware State News at the Senior Spree. He seemed interested in a human-interest article about the four classmates who are now OLLI members. Joe would like to see everyone display the OLLI oval magnets on the back of their vehicles. In a discussion with Betty Ipnar, the team came up with an idea for a "roadshow presentation" – a series of presentations at 55+ communities, groups, etc., where instructors could give a 20 minute taste of the courses offered at OLLI. It was suggested a series of four with one here at the church.

STAFF REPORTS:

Budget Report:

Because of the timing of this meeting, the most current information is not yet available.

Facility Update:

The lease is currently at the University of Delaware legal department for approval.

University of Delaware Announcements:

Anna announced that Jim Broomall, Associate Vice Provost, is retiring. His last day will be November 30. No decisions have been made yet. There is discussion of changes to Professional and Continuing Studies.

Strategic Plan Meeting Update:

The first planning meeting was held on October 5. Anna Moshier shared the information compiled at that meeting. Changes were made to the Vision and Mission statements requiring approval by the Council, this approval was received. These statements will also require a change to the Bylaws. Rosemary Engle asked if we should establish a Finance team. Anna said that as we go through the strategic planning process, we need to consider a rebrand some of the teams.

Teams vs. Committees:

Historically the label "team" was used because of the commitment required by the members. However, Lewes and Wilmington use the label "committee". Also members at the Strategic Planning meeting felt we needed to be consistent. Council approved the change from "team" to "committee". This will need a change to the Bylaws.

SPECIAL TEAM MEETING - DOVER OLLI STRATEGIC PLAN: Friday, November 2, 9 a.m.

NEXT MEETING: Monday, November 5, 9:00 a.m.

ADJOURNMENT: The meeting was adjourned at 10 a.m.

Respectfully submitted: Caroline M. Baxter