

OSHER LIFELONG LEARNING INSTITUTE  
At the University of Delaware in Dover

Council Meeting Minutes

August 5, 2019

ATTENDANCE: Rosemary Engle, Anna Moshier, Joe Bailey, Diana Faison, Marge Felty, Phyllis Handler, Pat Weaver, Ronnie Grady, Larry Klepner, Art McLaughlin, Susan Salkin, Caroline Baxter

CALL TO ORDER: The meeting was called to order at 12:00 p.m. by Chair Rosemary Engle.

GROUP PHOTO: A photo was taken of the Council members by Larry Klepner.

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

COUNCIL VACANCIES/APPOINTMENTS:

Rosemary Engle introduced Susan Salkin. Susan attended the meeting before making a final decision on becoming a member of the council. She is the new Chair of the Travel Committee filling the position vacated by Madelyn Wright. It was announced that Bob Heifetz has made the decision to resign as the financial person on the Council.

COMMITTEE REPORTS:

Member Relations:

Joe Bailey reported the committee met on July 19 to discuss preparations for the Senior Spree at Nobles Pond on August 23. Using a spreadsheet compiled from the member survey on volunteer interests, Joe contacted person who expressed an interest in covering at table at a community event. He had four people express interest. He took the catalog and made a two-sided version for the community events. The new beverage policy was discussed at the Member Relations meeting and it was agreed nothing except bottle water would be provided for the fall session - no food or beverage that can stain the carpet. The person who donated money for the coffee service was contacted and informed of the decision and see if what they wanted to do with the remainder of the donation. The donor had no problem with the decision and indicated that OLLI could use the money for other activities. Since the Member Relations decision is different for the policy published in the newsletter, Diana Faison will send out a revised policy by email to the members. Joe Bailey asked about the Dover OLLI Gift Fund and how it is determined how the funds are spent. Anna Moshier explained the funds are used for member scholarships, instructor discounts, purchases approved by the Council, and specific donations such as covering the instructors' costs for the end-of-session luncheon. Joe is still

hearing favorable comments about the presentation to the Capital Rotary in May. The next committee meeting will be August 26 at Noon.

#### Special Events:

Marge Felty reported that the Special Event committee welcomed two new members, Roberta McQueen and P.J. Welch. Peggy Abbott asked to resign but is still interested in assisting when she can. Committee members will assist with the Open House/Registration on August 6 and as greeters for the first two weeks of classes. Preparations were discussed for the end-of-session luncheon on November 19. Bobbi Neaton presented prices and pictures of paper goods from Party City. These items are currently on sale at a substantial savings so the committee approved her making the purchase now. It was agreed the fall luncheon will be a potluck again. Ronnie Grady and Nancy Gardner will organize the book exchange. There will be a sneak peak table and instructors who wish will give a two-minute introduction to their spring courses. Diana offered to contact Joe Zito about his family band as the entertainment. After selecting Wednesday, April 15 for the 10<sup>th</sup> year celebration luncheon, Diana checked with Renata at the church and the Family Life Center is not available that day. However, we were able to reserve the room for Thursday, April 16, 2020. The luncheon will be held at the church with outside catering. Liisa Trala has graciously offered to conduct a paint night event with the proceeds above costs going to the Special Events Committee for the spring luncheon. The proposal for was presented to the Council for the fundraiser on Friday, October 11 and approved. The next committee meeting will be Monday, August 26 at 10:00 a.m.

#### Travel:

Susan Salkin reported the trip to the Library of Congress has been set for October 25. The cost will be \$45 for members, \$50 for non-members. The 23-passenger bus will be reserved. The registration deadline will be October 15. She spoke with John Newsom from the Lewes OLLI, and he has agreed to be a lunch time speaker on October 22 prior to the trip. Because of security policies, the bus will have to drop off passengers at Union Station, which is a 15-minute walk to the Library of Congress. The trip will include a group tour of the Jefferson Building, and the rest of the day will be on your own with a 2 p.m. departure from Union Station. The committee is discussing the spring trip scheduled in March with the suggestion of the Museum of the American Revolution in Philadelphia. The next committee meeting has not been scheduled at this time.

#### Academic Affairs:

Phyllis Handler reported on the preparations for the Instructor Orientation on August 20. The agenda will include housekeeping items and distribution and review of the new OLLI instructor's handbook. Bill Purdy will provide resource materials on an emergency/disaster plan, but he will not be available that day. The new OLLI instructor's handbook has a cost of \$2 per copy. The Council approved the printing of 40 copies with the funding coming from the Gift Fund. Pat Weaver volunteered to go over the information at the orientation. Ronnie Grady reported the submission for the spring course proposals will be open on September 4 and close on October 4. The next meeting of the committee will be August 20 at Noon.

Scholarship:

Ronnie Grady reported that two scholarships have been received to date for the fall session.

Finance:

Anna Moshier reviewed the financial report as of May 31, 2019. The rental fee for the Wyoming Church will increase to \$20,000 for fiscal year 2020. Because of the time of the report the donations from the IHeart UD Day and annual appeal are not reflected in the figures.

STAFF REPORTS

Anna Moshier reported that Diana Faison is now working 100% at Dover OLLI. A new technology person has been hired for Dover. Caroline Baxter agreed to sign the OLLI donor letter to the membership. Anna reviewed the Strategic Plan goals: Membership – exceeded goal of 20 new members, need to work on more members on committees to reach the goal of 50% of members to volunteer; Program – exceeded goal of 50 courses, new goal will be 55 courses; Collaboration – needs work to involve alumni, retired U of DE staff and others; Facilities – have secured a one-year lease and internet service not feasible at this time; Finance – Dover OLLI is doing well at this time but needs more support for the Gift Fund. Joe Bailey asked Anna to explain what expenditures are made from the Gift Fund. Anna explained it is used for member scholarships, instructor member discounts, etc. There was discussion among the Council that they would like to know more about the budget and the expenditures that Dover OLLI has some control over. Anna said that she would invite Karen Schaub, the Finance person from the Lewes/Ocean View Council, to the next Dover OLLI Council meeting. There will be a statewide tour by the PSC staff, but no Council members will be needed.

OLD BUSINESS:

Timeline Review:

The following dates were noted:

- Week of Sept. 9 – Bring a Friend Week for Dover OLLI
- September 4 – Request for spring courses
- October 4 - Deadline for spring course proposals
- October 15 – Back to School Picnic – no classes, Cape Henlopen 11 a.m. to 2 p.m.
- October 25 - Trip to Library of Congress
- November 11 – Veterans Day – no classes
- November 19 – Dover End of Semester Celebration

**NEXT MEETING: Monday, September 9, Noon**

ADJOURNMENT: The meeting was adjourned at 1:20 p.m.

Respectfully submitted: Caroline M. Baxter