

Do9verOSHER LIFELONG LEARNING INSTITUTE  
At the University of Delaware in Dover

Council Meeting Minutes

September 9, 2019

ATTENDANCE: Rosemary Engle, Anna Moshier, Joe Bailey, Diana Faison, Marge Felty, Phyllis Handler, Pat Weaver, Ronnie Grady, Beth Jelich, Caroline Baxter

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

APPROVAL OF MINUTES: The minutes of the August 5th meeting were approved as submitted.

STAFF REPORT:

Anna Moshier introduced Karen Schaub, the financial reporting person for the Lewes/Ocean View Council. Karen distributed copies of the reports she generates. Anna and Karen explained the process they use to transfer money at year-end to prevent losing any funds and to make sure there are no deficits. They explained about the money appropriated by the University and monies generated by the program and how they are budgeted/spent. The goal is for expenses to be covered by revenue. The program needs 65 full-year memberships to break even. Rosemary Engle asked if a few of the members could meet with Karen. We are trying to work toward a day when we can reach our goal. Dover represents one quarter of the Kent/Sussex program and is charged accordingly. Diana will email Karen's contact information to Council members. There was discussion about registrations that lost between the Dover and Lewes offices and not received until after the priority registration. A question was asked why Dover cannot receive registrations. The University of Delaware's business practices require that the money be funneled through the Lewes Office for deposit in the bank. Anna suggested that members mail their registrations directly to the Lewes Office or do online registration. Anna will research the possibility of Diana taking credit cards in the Dover office.

NEW BUSINESS:

Rooms Available for Members for Lunch:

The rooms without carpet and the Family Life Center can be used by members for lunch. The room numbers will be posted on the bulletin board.

Current Registration Process (Classes, Trips, Events):

The current process will continue with monies being turned in to Diana in the Dover office.

Emergency Procedures:

Some instructors have covered the new emergency procedures in their classes. A copy of the procedures will be posted on the bulletin board.

### COMMITTEE REPORTS:

Rosemary Engle offered special thanks to the members who worked the Open House and as greeters for the first two weeks of classes. She has been attending committee meetings and is impressed with the enthusiasm she sees in each committee and thanks them for their service.

### Academic Affairs:

Phyllis Handler reported on the Instructor Orientation on August 20. Twenty instructors attended. The Church's emergency procedures were covered. The procedures for lock down and evacuation should be sent to the general membership. The new and improved instructor handbook was read during the orientation. Ronnie Grady reported a request for proposals for courses for the Spring semester went out on September 4 to OLLI instructors with the deadline of October 4. Anna Moshier is working the Director of Continuing Education at Delaware State University on a cooperative effort to offer classes for OLLI members on their campus. Those courses are Italian, Robotics, International Relations, Ecology, Shakespeare, and Physics. She is working on having addental fees taken from the Kent/Sussex Outreach funds. She needs to work out the details before announcing to general membership. Phillis Handler mentioned that the University of Delaware offers senior courses for free. The next meeting will be Monday, September 16 at Noon.

### Scholarship:

Ronnie Grady reported that five scholarships have been approved for the Fall semester. Anna Moshier reported that other OLLIs have members contribute volunteer services in lieu of money.

### Travel:

Beth Jelich reported. The committee met on August 27. Jon Newsom, retired from the Library of Congress' Music Department, will speak at the noontime talk on September 17 to promote the October 25th trip. Additional promotion is planned through classroom announcements, flyers, posters and emails. Committee and Council members are encouraged to promote the trip among member and friends. The registration form for the trip is available online and paper with a deadline of October 14, which gives the committee 10 days to determine if they need a larger bus. The committee is tentatively planning a trip to the new Museum of the American Revolution in Philadelphia for Friday, March 20 or 27. Arrangements have yet to be made. The next meeting is scheduled for Tuesday, September 10 at Noon.

### Special Events:

Marge Felty reported that the committee met on August 26. Committee members were thanked for volunteering at the Open House. A suggestion was made to email the instructor presentation names and times to the general membership before the Open House as a way to increase attendance and promote the talks. A request was made for greeters for the first two weeks of classes. We will be reminding members of the change to the beverage policy and to check the bulletin board for changes to room assignments, presentations, etc. The fall potluck luncheon cost will remain at \$5 per person with the cost of the instructors' lunches covered by an anonymous donor. Rosemary Engle and Susie McLaughlin will design the poster and flyer.

All of the paper goods have been purchased. We will again borrow the church's decorations. Details of the Sneak Peak are being discussed and we will have a book exchange. Diana has contacted Joe Zito and Chet Poslusny (Lewes/Ocean View OLLI) to perform after lunch as Acoustic Waves. The special Spring Luncheon, to celebrate 10 years of OLLI in Dover, will be Thursday, April 16, 2020. The committee is considering Vincenzos as the caterer and will be discussing menu items at our next meeting. For entertainment the following are in consideration, Jim Rezac of the Camden Guitar School, Tim and Steffi Plimpton, and Don and Delores Blakey. There will be invited guests from the University of Delaware and others. The Spring Luncheon will be mentioned at the Fall Luncheon and more actively promoted beginning in January. The next meeting will be Tuesday, September 24 at 12:00 p.m.

#### Member Relations:

Joe Bailey reported that the advertising done by the University of Delaware has been great. However, we are still not getting coverage in the DELAWARE STATE NEWS. Copies of the two-sided, condensed catalog were passed around for viewing by Council members. This has been a great handout at special events. Anna Moshier announced that she is going to request that the two-sided handout be mailed instead of catalogs for a considerable postage savings. At the Senior Spree at Nobles Pond, 70 copies of the handout were distributed. Joe was contacted by Bill Oldham about a military retirees' annual meeting at Dover Air Force Base on Saturday, October 26. Joe is going to contact Bill Oldham to start the process of developing a relationship with this military retirees' group. The new beverage policy with the elimination of the coffee service and open containers has gone smoothly so far. The new OLLI location at Heritage Shores, Bridgeville, has 70 members with 30 members being residents for the community. The Senior Spree at Nobles Pond in August was successful. Our goal for volunteers is 50% participation. The Committee will continue to look for opportunities for members to volunteer and pursue "one-shot wonder" volunteer opportunities also. New members will again have green nametags. Joe asked that everyone make an effort to make them feel welcome and valued as a member. The next meeting is Monday, September 30 at Noon.

**NEXT MEETING: Monday, October 7, Noon Room 223**

ADJOURNMENT: The meeting was adjourned at 1:10 p.m.

Respectfully submitted: Caroline M. Baxter