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**Board Meeting Minutes**

**October 12, 2018**

**10:00 a.m. Classroom B**

**Attendance:** Ed Johnson, George Trapp, Sumitra Reddy, Carolyn Atkinson, Kay Goodwin, Gwen Gill, Gwen Rosenbluth, Judy Morris, Karen Long, Kathy Hanko, Stan Cohen, Tom Rogers, Roger Dalton, Carolyn Nelson

**Absent:** Linda Jacknowitz, Sarah Woodrum, Bob Craig, Earl Melby, Betty Maxwell, Jane Martin, Beverly Kerr, Ann Davidson, Jim Held

1. **Approve September meeting minutes**

Gwen Rosenbluth made a motion to approve the September minutes as presented. Judy Morris seconded. Approved.

1. **President’s Report – Ed Johnson (Vice President)**

In Linda Jacknowitz’s absence, Ed Johnson reminded the board that the President and Director would be meeting with Mesha Poore, WVU’s Vice President of Diversity, Equity, and Inclusion, on Tuesday, October 16.

1. **Director’s Report – Jascenna Haislet**

Membership Update: We currently have 596 members, 472 in Morgantown and 124 in Charleston. We are nearly 100 members ahead of this time last year. Membership in Charleston has nearly doubled.

Jascenna Haislet reminded the board that course proposals for winter term are due November 9.

She also reported that the three events we have scheduled at the Village at Heritage Point seem to going well right now. We will continue to monitor progress.

1. **Financial Update – George Trapp**

Trapp presented an updated budget approved by the Finance Committee. A motion to approve the new budget was approved. The board reviewed the current budget status.

1. **Committee Reports**
	1. **Curriculum** – Carolyn Nelson – no report
	2. **IGALS** – Jane Martin – Jane was not able to attend but wanted to thank everyone who helped make this year’s IGALS the success that it was. It was well attended.
	3. **Marketing** – Ed Johnson – There will be no holiday bazaar this year. Participation has not reached levels sufficient to justify the resources put into making it happen. The spring open house is currently scheduled for March 21.
	4. **Membership** – Gwen Gill – no report. Committee will be meeting soon.
	5. **Fundraising** – Jascenna Haislet

The second annual fundraising campaign has been launched. Members should have received the appeal letter in the mail earlier this week.

Grant requests in the amount of $7,500 each have been submitted to the Hott and Brown Foundations. We should know by the end of December. Haislet has identified another grant opportunities she is going to look into.

The fundraising committee will be meeting again later this fall to evaluate our progress.

* 1. **Facilities** – Jim Held

The facilities committee met to begin discussion of acquiring additional space in the mall. A question was also raised about the cost of splitting control of the lights in classroom B, as they are in A. The committee will look into it. A floor lamp was purchased from Animal Friends to help illuminate the classroom when the overheads are off for a presentation. This is a short term solution though.

* 1. **Nominating** – Kathy Hanko

The nominating committee will be meeting this month to discuss recruiting for the upcoming six open seats. A list of board members going off the board will be published in the Fall term newsletter, along with an article encouraging OLLI members to consider self-nominating to serve.

* 1. **Charleston** – Carolyn Atkinson

Charleston classes are receiving favorable feedback but experiencing an attendance problem. Several classes have had several members register and then not attend. A polite email was sent from the director to the Charleston members to remind them that our instructors are volunteers who often provide class materials at their own expense and that we often have wait-lists for classes. All were encouraged to email or call the OLLI office as soon as possible if they are not able to attend a class.

The Charleston program is also experiencing the same lack of diversity issues that the Morgantown program is. Carolyn Atkinson has reached out to some of the Black churches in the community to share information.

Both Carolyn and Kay Goodwin thanked Ed Johnson for coming to Charleston to teach. Kay commented that bringing instructors and members from Morgantown lends credibility to the Charleston program.

1. **Old Business**

Meeting with *The New Yorker* class re: Big Issues idea – no update

1. **New business**

Ed Johnson suggested that it is time to do another member survey. There are several areas of information we would like to know about our current membership base. This will be put on the agenda for the membership committee meeting.

Jascenna Haislet proposed that OLLI host a community-wide retirement party in the spring as a new member recruiting tool. We would reach out to the Chamber of Commerce, WVU, Mylan, and other employer human resources departments to partner and/or spread the word. The event would be paid for by the Osher Capacity Building Grant.

1. **Adjourn**