

MEETING NOTES — MARCH 7, 2018

OLLI at UNT MEMBERSHIP AND NOMINATIONS/ELECTIONS STANDING COMMITTEE

Committee Present: Tom Hoemeke (Chair), Peggy Higgins, Kurt Geringer, Max Morley

Committee Not Present: Judy McCann, Janice Barnett, JB Spalding, Pat Cheek

Also Present: Communications/Marketing Committee: Jonathan Hall

Meeting Notes:

1. Meeting Notes from February 14 meeting approved as posted.
 - a. Notes from the February 14 meeting were not posted prior to this meeting. Going forward, send Notes directly to Jordan Williams for timely posting.
 - b. Members requested clear guidelines regarding lines of communication between committees, general membership and the OLLI at UNT staff.
 - c. Proposed that when reaching out to Staff on a topic to first contact Jordan Williams, then Andrea Tuckness, and lastly Stephanie Reinke.

2. Membership
 - a. At the previous meeting a number of items were discussed that require follow-up with OLLI at UNT staff.
 - i. (ACTION) Chair request a meeting time with Staff to review these items.
 - b. The concept of Champions was discussed. A Champion is a Membership volunteer that acts between Staff and Membership to drive a particular item, event, issue, question, interest group, or other proposal. Champions are integral to the vision of a member run organization guided and assisted by Staff.
 - c. Standard OLLI national guiding principles should be leveraged.
 - i. (ACTION) Chair approach Staff about sharing these documents.
 - d. OLLI at UNT Ambassadors were identified at previous meeting as key to implementing committee recommendations and actions. Of particular importance is the role and appropriate uses of the OLLI at UNT Ambassadors.

Recommendations:

 - i. Ambassadors need internal leadership, perhaps with a member of the group being appointed or elected "Champion."
 - ii. The Champion would function as a primary contact for members, committees and staff for planning and conducting activities, training members, assigning Ambassadors to tasks, etc.
 - iii. One immediate task, perhaps using Ambassadors, is to have a knowledgeable representative available at the OLLI at UNT table prior to and immediately following each class. (At the UNT Union this is handled by a staff member. At Robson Ranch no one currently fills this role.)
 - e. Jonathan Hall reported that he is working with the office on various projects
 - i. (Discussed at previous committee meeting) Identify persons who attended a function (e.g., open house) or made inquiries about the program but did

- not join. Follow-up with these individuals would be the next phase of the project.
- ii. Obtain a list of clubs at Robson Ranch. Ambassadors to contact club contacts to discuss potential presentations.
- iii. Develop procedures and protocols for common questions
- f. Special Interest Groups (SIGs) were identified as important for retention of members. An informal survey was taken at the OLLI 101 classes and an online survey was recently conducted.
 - i. (ACTION) Survey results are requested to facilitate further discussion at the next meeting.
- g. (ACTION) A request was made to work with Staff to discuss training of the persons who introduce instructors at classes.

3. Nominations/Elections

- a. To date only two nominations for election to the Advisory Council have been received. Tom Hoemeke reported that a third nomination is expected.
- b. Five persons on the Advisory Council are scheduled to leave the Council at the end of August. They may choose to be candidates for re-election to another term.
 - i. (ACTION) The Chair will survey the members of the Advisory Council to determine if those five persons would like to stand for a new term. When concluded, the Chair will meet with Staff to discuss conduct of an election.