

## **Minutes**

### **OLLI Advisory Council Meeting April 10, 2019**

The meeting was called to order by Diana Mason at 2:00p.m.

In attendance Council members: John Booth, Deborah Diehl, Jonathan Hall, Peggy Higgins, Diana Mason, Max Morley, Stephanie Reinke, Patti Smith, J.B. Spalding.

Guests: Lakshimi Arumagam

#### Announcements

Stephanie Reinke introduced a new OLLI staff member, Lakshimi Arumagan, as our new Budget Officer.

#### Minutes

The minutes of the February 6 meeting were reviewed by council members as posted. A motion to approve was made by Patti Smith and seconded by Jonathan Hall. The minutes were unanimously approved by council members.

#### Financial Report

Lakshimi Arumagan presented the financial report as of April 8, 2019. The overall budget remains positive by \$136K. Notification from the national office has been received regarding approval of a \$50K bridge grant for OLLI at UNT. Plans are being finalized to utilize these monies for marketing expenses and advertising. A request was made for more detail regarding revenue and expenses for future meetings. Lakshimi will provide such format to be reviewed prior to the next meeting.

#### Director's Report

Stephanie Reinke stated the OLLI trip to Cuba was a success with 22 "very satisfied" participants. A Trip Reveal event was held on April 9 regarding the slate of future trips to Finland (February), Portugal (August), and New York (December) 2020. Several members signed up for two of these three trips at the Trip Reveal event.

Stephanie reported current membership to be at 686. The membership goal for the end of May is 750 and a goal of 800 by the end of Fall registration. Showcase events are scheduled for May 2 at OLLI Denton; May 3 at Flower Mound Senior Center; May 9 at Good Samaritan Village East, and May 10 at UNT New College at Frisco. New Summer catalogs and a newly designed marketing piece will be distributed at the showcase events.

The annual OLLI Faculty Appreciation Dinner is scheduled for May 7. Plans are also being made to honor Tom Hoemeke for 10 years of service to the Advisory Council at this event.

Stephanie reported she has been invited to join the OLLI National Research Committee effective April 8. This invitation continues the recognition of our OLLI at UNT program at the national level. Stephanie was honored to accept the position.

There are two eligibility requirements for OLLI at UNT to receive bridge grants in the amount of \$25K annually. These requirements of growth in membership and fundraising will be made priority projects in the coming year.

Unfortunately, Stephanie received communication from Robson Ranch Arizona that they will no longer continue their \$40K annual donation to OLLI at UNT effective with the Fall 2019 semester.

Summer training is being planned for all OLLI site location hosts. The outcome of this effort is to make host duties, communication and messaging consistent across all learning locations.

### Standing Committee Reports

Communications and Marketing: There is a continuation of current strategies with a focus on fundraising and diversity. The committee is reviewing the return on investment for all advertising. The Ambassador program also has continuing marketing opportunities through Ambassador speaking/representation.

Curriculum: The committee recently approved Summer 2019 slate of class offerings. The committee, which has grown into 18 members, will be split into two sections with one focusing on class offerings and faculty recruitment, and the other focusing on Special Interest Groups (SIG) and Day Trip offerings.

Membership and Nominations: According to current Policy and Procedure, 4 members of the Advisory Council are to be replaced effective Fall of 2019. The committee received 5 nominations for membership and reported on the qualifications of each member nomination. However, during the meeting J.B. Spalding submitted his resignation from the Advisory Council to be effective end of Summer, 2019. Therefore, a motion was made and seconded for nominee, Emily Coffman Richardson, to be offered the replacement position for J.B.'s unfilled term. A motion was made and seconded for approval of the remaining four nominees to include Pankaj Jain, Raymond Pahler, Darrel VanDyke and John Booth to begin new terms effective Fall 2019. Finally, according to Policy and Procedure, Stephanie Reinke will appoint Diana Mason to a non-voting, ex officio role effective Fall 2019.

### Policies and Procedures

A discussion was held regarding needed changes to the Policy and Procedures for succession planning for Advisory Council officer roles. A motion was made and seconded to create a subcommittee to include Stephanie Reinke, John Booth and Deborah Diehl to review and revise the Policies and Procedures and make recommendations at the next meeting.

The subcommittee to make proposals regarding the handling of geriatric research requests is still working and is expected to make recommendations at the next meeting.

Website updates have been completed for listings of Advisory Council Officers and committee members. Yet to be updated is a complete listing of committee meeting dates.

#### New Business/Other Business

A request was made by Diana Mason to offer an option of OLLI class registration, once completed, to auto populate into member's electronic calendars. A brief discussion was held, and Jordan Williams will determine the feasibility of such and report back at next meeting.

No other business was presented.

The meeting was adjourned at 3:50p.m.