



Class of 2025
Joyce Avery
Paul Christy
Laura Simonds

Class of 2026
Colet Allen
Mary Devlin
Ann Magill

Class of 2027
Myrna Hall
John Schuyler
Sarah Tisch

Council Meeting Minutes
July 16, 2024
3:30-5:30 pm
Hannon Library, Room 329

Present:

Council: Joyce Avery, Paul Christy, Laura Simonds, Mary Devlin, Ann McGill, Myrna Hall, John Schuyler, Sarah Tisch, Colet Allen, Heather Inghram

Committee Chairs: Karla Langland, Lorraine Vail, Ginny Blankinship **On Zoom:** Dwight Wilson, Anne Coleman

Members and Staff: Megan Rutherford

1. **Call to Order:** The meeting was called to order by President Laura Simonds at 3:31pm
2. **Approval of the Agenda:** (Schuyler, Tisch) Move to approve the agenda with flexibility. Motion was approved without objection.
3. **Approval of Minutes from 6/11/2024 Old Council Meeting:** (McGill, Devlin) Move to approve the minutes. Motion carried.
4. **Approval of Minutes from 6/11/2024 New Council Meeting:** (McGill, Allen) Move to approve the minutes. Motion carried.

5. Reports

A. Membership Report

OLLI ended the 2023-24 fiscal year with 1712 members which represents a steady increase since the pandemic. For the 2024-25 fiscal year, 180 members have signed up as of July 15, 2024.

President Simonds noted that historically, attrition has gone up and down fairly consistently across the years. Last year new member attrition was 52%. It was pointed out that the 52% is based on the number of new members, not the total number of OLLI members.

For clarification, renewing members are members from the prior year and returning members are coming back to OLLI after an absence of one or more years.

B. Course Report

President Simonds presented a chart which showed the number of course offerings per year from 2018-19 through 2023-24. The chart clearly shows a significant rebound in the number of courses following a dip that occurred during the COVID pandemic. The number of course offerings in 2023-24 exceeded pre-COVID totals.

President Simonds presented a chart that showed the breakdown of online vs in-class course delivery from

Spring 2022 – Spring 2024. Note: hybrid courses appear in both categories. The chart indicates a trend towards more in-person courses since the pandemic has receded.

OLLI wants to have at least 1/3 of courses online. Colet Allen pointed out that there can be a higher percentage of the class online in a hybrid class, so the chart does not reflect the number of students in each category. Some members expressed an interest in looking at data reflecting the breakdown of hybrid and online classes by number of students. Heather Inghram warned against asking for data without knowing how or if it will be used. She also pointed out that instructors enter the maximums on their course proposals. Mary Devlin and Paul Christy echoed Heather's concerns. Myrna Hall pointed out that much of the information on student enrollment is available from registration information. Other sources of information include data prepared for the annual meeting and Campus CE.

President Simonds announced that Christine Fernlund has taken over as statistician from Tracy Palermini.

C. President's Report

The Policies and Procedures 2024 was finalized as of yesterday. The final document took two years and includes both the 2020 and 2025 Strategic Plans in the appendices. President Simonds will send the entire document to Council. Due to a formatting issue, the 2020 Plan will then be removed and archived.

The Open House on August 6 needs volunteers from OLLI leadership. OLLI leadership will be posted in the following three locations to answer questions and provide directions: Lobby, Rogue River Room entrance door, and the Student Lounge entrance door. Ann McGill, John Schuyler, Karla Langland, Mary Devlin and Sarah Tisch volunteered. Peg Evans, Anne Bellegia and Margaret Pashko will pull all the volunteers together and provide training on Zoom.

Cathy Prazenica (Membership Committee) is now in charge of catalogue distribution. OLLI leadership is to take 5 catalogs to pass out to family and friends. Catalogues will be available around July 29th and can be picked up from the Campbell Center. Catalogues will also be distributed at the YMCA by Tim Kelly, Laura Simonds and Heather Inghram.

D. Treasurer's Report

There is no current month report because SOU is still transitioning with their accounting systems. By the September meeting there will be a strong report. Anecdotally, trends indicate a \$25K surplus is likely to be \$35K

E. Administrative Director's Report

- Nothing to add to report

F. Standing Committee & Other Reports

1. Curriculum-Ginny Blankinship

- Winter term course proposals will be accepted starting 8/1.
- The committee chairs are working on minor changes to the course proposal form.
- Ginny noted that talking to people one on one is effective for recruiting instructors.
- The committee needs members, as some liaisons are struggling with personal issues.

2. Fundraising – Dwight Wilson

\$80,835 was raised for the 2023-24 annual fund by direct appeal to the membership. This represents a 52% increase year over year. Three hundred eight-six individual donations (26% of members) were made, which is a 42% increase over last year.

3. Programs & Activities-Karla Langland

- Nothing to add to report

4. Venue & Technology- Lorraine Vail

- Nothing to add to report

5. Travel Pilot Project

- A work team led by Myrna Hall has been established.
- There will be a Zoom presentation available to the general membership on 7/23.
- The Collete Travel rep will be at Open House.

6. Communications

- Peg Evans is moving on and is no longer the committee chair.
- Catalogue has been approved and on schedule.

6. **New Business**

A. Review of Parliamentary Procedure – John Schuyler

John presented a slide show which reviewed the basic principles of Robert's Rules of Order. The process for bringing motions to the floor and managing discussion was reviewed.

There was a brief discussion of how to handle overlong discussions. Possible options include a motion to end discussion and call for the question, an amendment to the current motion to address concerns or send to committee if Council isn't the right group to address issue. The president and vice president should monitor discussion to avoid need for directors to ask for an end to debate.

B. Strategic Planning - Laura Simonds

The 2025 Strategic Plan was included in the Council packet and is available on the website. The plan consists of 12 goals, each supported with many initiatives.

The 2025 plan was created in 2019-20 so it is not useful to spend a lot of time on this plan because we are now in a post COVID world. There are, however, some nuggets that will be useful for going forward with the 2030 Strategic Plan.

The executive committee will draft a preliminary charge for the ad hoc strategic planning committee. President Simonds will bring the draft charge to the September Council meeting with the intent of finalizing and approving the charge no later than the October meeting. The 2030 Strategic Plan will be complete and presented to Council for approval no later than the May council meeting

C. Review of 2025 Strategic Plan

General comments from Council members about the 2025 plan included that it was too long, ambitious, a creature of the time it was written and needs revision, the large committee size possibly impacted the length, the plan needs smart indicators to track progress.

Lorraine Vail, who was a member of the committee that wrote the 2025 strategic plan, said that the comments reflect a misunderstanding of what the plan is. Its purpose is to identify the main areas of OLLI structure (facilities, membership, finance and instruction) and provide a definition of what it should look like in 5 years. The 2025 plan included 12 goals with a list of initiatives for volunteers or ideas for committees to pull from. The plan's structure differs from other strategic plan examples due to the evolving slate of volunteers and leadership in OLLI's governance. Lorraine also stated that the committee was not too large as it was necessary to accommodate a wide range of expertise and interests.

D. New Website Demo – Lorraine Vail

Background

The existing platform will be terminated in August. SOU made the initial move seven years ago to sou.edu while OLLI and other affiliates remained on inside.sou. SOU is retiring inside.sou so OLLI must transition to sou.edu. If ready, the website will launch on 8/12 for Priority Registration (Plan A). Plan B is to launch on 8/26 for Open Registration.

The new OLLI site couples 2 websites, sou.edu (WordPress) and Campus CE (CCE). *Information* is housed on sou.edu site. To take an *action* (join OLLI, register or pay) you exit sou.edu and go to Campus CE. This transition is difficult as WordPress has lots of bells and whistles and Campus CE is like chalk and blackboard. One of the goals of the website project is to make this transition seamless.

Design

The OLLI website will have the look and feel of SOU's website. Lorraine passed out a sample website page to Council showing a red navigation bar at the top. Each heading on the menu bar will have a pull-down menu to allow for navigation to other pages. The CCE site will be accessed from a grey menu bar which appears lower on the page. The red menu bar will not appear on CCE pages so two clicks will be required to return to the sou.edu site.

General Comments

- The new site will be 50-75 words on a page vs 300-400 on the current site.
- Expectation is that the site will be mobile friendly.
- Heather offered the caveat that the pages may not look exactly like what was shown today.
- There will be a prelaunch test. Users will report bugs after launch.
- Going forward, Heather and Megan Rutherford will likely not have authority to edit pages.
- John asked if members could come to the office if they have a problem. Last year the office processed 1400 manual entries. The goal is to substantially reduce this number.

The Council offered thanks to Lorraine Vail for her tireless efforts on the website project.

The meeting was adjourned at 5:19 pm