



<u>Class of 2025</u>	<u>Class of 2026</u>	<u>Class of 2027</u>
Joyce Avery	Colet Allen	Myrna Hall
Paul Christy	Mary Devlin	John Schuyler
Laura Simonds	Ann Magill	Sarah Tisch

**OLLI Council Meeting Minutes
January 21, 2025**

Council: Joyce Avery, Laura Simonds, Colet Allen, Mary Devlin, Ann Magill, Myrna Hall, John Schuyler, Sarah Tisch, Heather Ingraham **On Zoom:** Paul Christy

Committee Chairs: Anne Coleman, Karla Langland **On Zoom:** Ginny Blankinship

Members and Staff: On Zoom: Karen Clarke, Megan Rutherford

1. The meeting was called to order by President Simonds at 3:31 PM.
2. Approval of the Agenda with Flexibility (Magill, Devlin) **Motion passed.**
 - A. LRDC was added to Standing Committee Reports
3. Approval of the Minutes from November 19, 2025 (Devlin, Tisch) **Motion passed.**
4. Reports
 - A. President's Report – Laura Simonds
 - 1) Membership Report
 - a) As of January 9, 2025, OLLI membership is 1638 which is a 9% increase over the January 9, 2024, total of 1498. As of today, there are 1643 members.
 - b) Myrna Hall pointed out that the report has an error (members by location vs total). President Simonds will notify Christine Fernlund.
 - c) Heather Ingraham has asked Christine to provide attrition data halfway through the year and at year end.
 - 2) Courses Report
 - a) Winter quarters are labeled incorrectly. Laura will ask Christine to make the corrections.
 - b) Online course totals are declining, not including hybrid. Online and hybrid are reported separately. Goal is 30% online.
 - c) In strategic planning interviews a desire was expressed for a higher percentage of online courses.
 - d) A strategic planning committee report will be presented in February.
 - B. Treasurer's Update – Paul Christy
 - 1) Finance Committee Minutes - revised reports are included in the packet.

- 2) 2024-25 Budgeted Amounts for Committees – Paul sent out individual spreadsheets to committees, tracking budgets and expenses to date.
- 3) Treasurer’s Report to Council 12/31/24
 - a) There is a high level of confidence revenues will be above the budgeted target (current revenues 81% of target).
 - b) The data on expenses is incomplete (60% expected booked). Not all data is in, but the flow is increasing. SOU is slower than expected in providing data, but it’s getting better.
 - c) A slight operating deficit for the year is expected. Right now, OLLI is \$186,686 ahead. That number will decrease, but we are in good shape and will have no problem meeting the requirement that OLLI have 3 months of operating expenses on hand.
 - d) The next report will be in March.

C. Administrative Director’s Report – Heather Ingraham

- 1) Report stands
- 2) The annual report for 2023-24 has been submitted.
- 3) Heather completed the NRC Benchmarking survey in addition to the annual report. Results will be presented at the NRC convention in April. OLLI will get the written and recorded report (webinar).

D. Standing Committee & Other Reports

- 1) Communications – Sarah Tisch
 - a) Report stands
- 2) Curriculum - Anne
 - a) Report stands
 - b) Two additional courses were canceled today. The total now is 120 classes. Six have been canceled for Spring quarter. More cancelations occur in the spring, possibly due to lead time requirements for the catalogue.
 - c) The Talent Maker City classes (ceramics, graphic design) took a loss. This is ok for now, but OLLI needs to look into the possibility of writing grants in the future.
- 3) Fundraising
 - a) Report stands
 - b) There is a healthy increase over the last three years. The target goal may likely be exceeded.
- 4) LRDC
 - a) Report stands
 - b) The Leadership Academy starts Friday.
- 5) Membership
 - a) Report stands
- 6) Programs and Activities
 - a) Report stands
- 7) Venue and Technology
 - a) Report stands
- 8) Travel Pilot Project
 - a) Report stands
 - b) The European Christmas Market trip will not happen. The trip filled with non-OLLI participants.

- c) The travel page on the website will be edited to make the page more appealing but still provide the necessary information.

E. Old Business

- 1) None

F. New Business -Update of Policies & Procedures and Communications Committee Charge. Most of the changes are housekeeping in nature such as updates to language and committee names. Changes are summarized below.

- 1) Policies and Procedures

V. Course Process

- Course Drops - Language was brought in line with current procedure
- Communications – updates to Committee name, delete #6 as there are no hard copies of Newsflash.
- All-member communications schedule is supported by the Communications Committee
- Social media and website-committee name changes
- External Communications - statement of review process

VI. Administration and Operations

- Conditions of volunteer service form-It is now an annual requirement to sign the agreement
- All volunteers must be current members with exceptions approved by the Administrative Director. (need to clarify, some instructors are not members) Change to all volunteers on standing committees and teams.
- Service and support animals - URL change
- Fundraising, Programs and Activities - Committee name change

- 2) Communications Committee Charge

- a) Change “ensure” to “support” in the purpose statement.
- b) Delete sponsorships under external communications.

MOTION (Schuyler, Magill) I move to approve the amendments to OLLI Policies & Procedures as presented in the handout with the addition of the changes made during the council meeting. **Motion passed.**

Changes approved in the Council Meeting:

V. Course Process, D. Course Drops

Add “Office staff will add students from the waitlist in order of registration submission date.

VI. *Communications, C. Newsflash #6.*

Add *“Request for Newsflash inclusion must be received by the OLLI office by noon on the Thursday prior to publication.”*

VII. Governance, B. Procedures for Nomination, Election, and Orientation to Council, 2. Election of Council Directors

Add statement that *“LDRC will then determine the length of the voting period.”*

VIII. Financial Management, E. Fees and Reimbursements #2 .

delete *“publish”*
add *“set and maintain”*

MOTION (Tisch, Hall) I move to approve the revised Communications Committee charge as presented. **Motion passed.**

“OLLI at SOU” was added to the Purpose statement.

G. Additional Remarks

- 1) Next meeting February 18 in room A
- 2) 5 people signed up for travel team at the volunteer fair

H. The meeting was adjourned at 5:15 pm.