



<b>Class of 2026</b>	<b>Class of 2027</b>	<b>Class of 2028</b>
Colet Allen Mary Devlin Ann Magill	Myrna Hall John Schuyler Sarah Tisch	Fernando Gapasin Tony Davis Tom Woosnam

**2025-2026 Council Meeting Minutes  
January 20, 2026  
Campbell Center, Room C  
3:30-5:30 pm**

**Council:** John Schuyler, Sarah Tisch, Myrna Hall, Colet Allen, Mary Devlin, Ann Magill, Tony Davis, Tom Woosnam **Absent:** Fernando Gapasin

**Committee and Team Chairs:** Karla Langland, Rebecca Jurta, Mary Beth Limpert, Anne Coleman, Lorraine Vail, Ginny Blankinship, Dwight Wilson

**Members and Staff:** Heather Inghram, Megan Rutherford, Linda Powell,

1. The meeting was called to order by President Schuyler at 3:33 PM
2. The agenda was approved with flexibility (Hall, Devlin)
3. The minutes of the of November 18, 2025, meeting were approved (Davis, Devlin)
4. Reports
  - A. President's Report – John Schuyler
    - 1) Schuyler urged council directors, staff, and chairs to attend the Volunteer Fair and Member Art Exhibit on January 27. Festivities will include music, food, art, and volunteer opportunities.
    - 2) The holiday party at John and Priscila's home on December 20<sup>th</sup> was successful and well attended.
  - B. Treasurer's Report – Myrna Hall
    - 1) The Finance committee will meet on February 12. Hall will meet with Inghram, Powell, and Tracy Palermini regarding the Workday financial system and the next quarterly report.
  - C. Administrative Director's Report – Heather Inghram
    - 1) In addition to the written report, Inghram recognized Janet Fratella as a guest. New employee Linda Powell, who's been on board since January 2, was welcomed.
    - 2) Inghram expanded on the recent breach of student conduct incident, where Inghram and Rutherford acted quickly and calmly in a volatile situation. Fratella noted that she visited the class where incident took place. Inghram expressed appreciation that Tisch's proposed plan for security is very timely. We must be wary, we agreed, and maintain the OLLI and SOU Codes of Conduct.
    - 3) Due to a recent incident with essential oils and sprays, Inghram reminded us that OLLI requires a fragrance-free environment, both inside and outside venues.

- 4) Linda Powell indicated she was happy to be on board.
- D. Standing Committees & Other Reports
- 1) Communications – Sarah Tisch
    - a) Report stands.
  - 2) Curriculum – Anne Coleman and Ginny Blankinship
    - a) Coleman says Curriculum is losing their valuable instructor recruitment liaison, but a new candidate is being interviewed this week.
    - b) New instructor orientation is scheduled for March 14, 2026.
    - c) Winter courses are being taught at seven different sites.
  - 3) Events – Mary Beth Limpert
    - a) Report stands.
  - 4) Fundraising – Dwight Wilson
    - a) Reminder of the fundraising event with Collaborative Theatre Project on April 19, with an optional lunch
    - b) Report stands, but we're about \$4,000 below for fundraising this time last year. Lower donors a bit ahead, while higher donors a bit behind.
    - c) What's considered a major donor? Anything over \$500. All donors are recognized by either a phone call or thank you card, depending on the amount donated.
  - 5) LDRC – Sarah Tisch
    - a) Report stands.
    - b) Excited about leadership academy. One attendee is brand new to Ashland, with OLLI as one of the draws for moving from Florence to Ashland.
    - c) LDRC also worked with Lorraine Vail and her group on succession planning.
  - 6) Membership – Colet Allen
    - a) Report Stands.
  - 7) Musical (OOOF) Lorraine Vail
    - a) Vail encourages everyone to be sure to mark calendars for March 27-29 to attend and help as ushers/greeters.
  - 8) Programs & Activities – Karla Langland
    - a) Report Stands, with slight update. Potential SIGs may be up to 10, with possible ASL SIG. SIGs are popular, but some don't last. More space is needed for SIGs. Inghram indicates there may be other space for SIGs on campus, and that she's been invited to do presentation on SIGs for the Osher National Resource Center.
    - b) There was an extensive discussion regarding use of facilities and the scheduling of classes, as well as how to offer more classes in Medford. Inghram said a Medford liaison would be helpful. Vail says we want the space to be multi-use. There was discussion about restricting the number of courses per location or scheduling courses or other offerings at popular times like Mondays, Fridays, Saturdays, and evenings. If SIGs were offered on Saturdays, staff would also be needed. Inghram has indicated to SOU President Bailey that OLLI could use space for an auditorium and art studio as part of the older adult living community.
    - c) While there is a desire to offer more courses in Medford, some instructors have had problems with the technology. There may be a need for better coordination with the HEC tech staff, as they are onsite and available via a hotline.
    - d) Hall asked about parking since fees are charged elsewhere on the SOU campus. Inghram indicated that SOU general funds cannot be used toward parking lots. Every parking area we use OLLI pays for, including Grace Lutheran Church. Use of Lot 16 requires a vehicle registration with SOU Parking Services.

9) Travel Pilot Program – Rebecca Jurta

a) Jurta asked Inghram to address the issue of traveling instructors. Inghram received response from Oregon Ethics Commission that traveling instructors are working as “agents” for the university. Human Resources will background-check them and issue 1099s. This only applies to international travel. Hall proposed another route: If travel company is willing to pay SOU the value of the trip, and SOU puts forth a 1099 to instructor, could instructor do a schedule C on taxes.

10) Venue and Technology – Loraine Vail

a) Report Stands.

5. Old Business

A. Update to the Bylaws (Schuyler)

1) We’re now on version 6. In November’s council meeting we approved version 3, and there have been mostly minor edits since then. Schuyler shared a slide showing the changes since November, including the addition of teams and Administrative Director’s participation in selecting committee chairs. A special member town hall to review bylaw changes will be announced on April 5, with the meeting scheduled for May 6, in conjunction with the candidate forum.

2) **MOTION:** (Tisch, Hall) I move that Council approve the OLLI Bylaws Revision v6 as presented. PASSED

6. New Business

A. Briefing on the use of Google Drive (Woosnam)

B. Communication Committee Focus Group results (Tisch)

1) Tisch summarized the overall process and results. The participants appreciated being included in the process. The use of focus groups can be a very useful tool that takes some time but brings many benefits. A major issue was the catalog—how it was used, and whether folks used the PDF. Most favored the paper catalog, and recent tweaks are being well received. People suggested consolidating the information and registration and showing in the Table of Contents where these can be found in catalog. They found the first few pages of catalog useful, and the day of the week schedule was very helpful in choosing classes. In the fall, another focus group may be done on the registration process.

C. Security monitoring (Tisch)

1) Even before the recent security incident, there was an identified need to devise a security plan. Tisch formulated a draft document to start the process. Issues to be addressed include health and safety requirements, training for staff and instructors, sharing the Code of Conduct with members and instructors, and guidelines for other venues. The *ad hoc* committee should include someone from campus public safety. Inghram has located a SOU emergency response handbook that can be used as reference material.

2) **MOTION:** (Tisch, Allen) I move that Council approve the formulation of an *ad hoc* committee to address the need for security monitoring guidelines. PASSED.

D. Volunteer Engagement and Leadership Development (Vail)

1) Vail asked if there were questions about her report. Labels at upcoming Volunteer Fair will reflect the interest areas. The Volunteer webpage has a totally new look using this new approach with revised text. Ours is the first OLLI with this idea in graphic form, which Rutherford designed. Great response so far from prospective volunteers. This changes the look from job description to these are different things we do. Hopefully, the use of volunteer envoys will lessen Rutherford’s load in doing volunteer interviews.

2) **MOTION:** (Magill/Woosnam) I move to adopt the Courtship Approach to Volunteering, and authorize continued refinement of committee and team charges for review with committee chairs and team leads and subsequent return to Council for review and acceptance. PASSED

7. Additional remarks: None

8. Adjournment: 5:20 PM