

GOVERNING COUNCIL MEETING – January 3, 2018, 10:00–12:00

Viva Village Office, 4905 SW Griffith Dr, #104, Beaverton 97005

Present: Larry Brown, Janet Cruz, Kathe Fradkin, Carol Moynes, Kathy Brown

Member present: June Stambaugh

RECOGNITIONS

- Janet Cruz for facilitating the request that resulted in Southminster Presbyterian Church providing us meeting room space at no charge three times in 2018.
- Kathy Brown for most recent Update.
- Kathy and Larry Brown for obtaining the round table and extra chairs for the office.
- Milt Wear for the loan and display of his original artwork.
- Nancy Miller, Sue Mann, and Susan Stutz for their extensive work on the Viva Village Style Guide which is now complete.

PROJECT PLAN

The review of the Project Plan continued from the previous Governing Council meeting.

Topics discussed:

1. Screened Vendors. There are currently 39 vendors (11 screened by other VNW Villages). Issues. Adding to this list has slowed in recent months, as vendors have not been receptive to returning calls. We will solicit vendor names from members at the upcoming Member Meeting and in from both members and volunteers at the next Update.
2. Membership. The 2017 goals are complete.
3. Events.
 - a. Interest groups are ongoing.
 - b. Plan for a Fundraising Event. Janet and Larry agreed to collaborate on developing an idea for an annual Viva Village event that would be for fundraising.

A meeting was set to develop a Project Plan for 2018. It will be on January 23, 2018 from 9 am–noon at the Brown's home.

RESOURCE DEVELOPMENT TEAM

Other than a new table for the outer room of the office, there was nothing new to report.

OUTREACH/PUBLICITY TEAM:

1. After a successful tabling at Creekside Village (6 people signed up for more information), there is a plan to repeat this in February when they are having a Big Band presentation. Kathe will collaborate with Brenda on a blurb for Creekside newsletter by Jan. 10.

2. The search continues for the best way to get photos of younger people/ volunteers for use on social media (Facebook).
3. The Viva Village Style Guide is complete, and will be distributed for use by all who write for Viva Village.

VOLUNTEER TEAM

1. Four new volunteers were trained in December. All plan to do direct service. Three of these volunteers plan to be drivers. We have applications from two more volunteers, both of whom want to be drivers.
2. GC members were reminded to be conscious of confidentiality in conversation and communications. It should be assumed that everything might be potentially available to the public, so we should all avoid use of member and volunteer names and other identifying information.

MEMBERSHIP TEAM

1. Viva Village currently has 59 memberships, representing 76 individuals.
2. One more membership expected to be complete this week. Six more prospective members are being followed.
3. The initial 360 Interview process has been completed with 20 members having been contacted. The majority of comments were positive and confirmed that the Village is doing well at meeting members' needs. An analysis and summary of the results is now complete.
4. A Member Meeting (renamed Member Gathering) is scheduled for January 13. The focus of this meeting will be on the results from the interviews with the Pilot members and collection of more input for continued success in 2018.

Membership (miscellaneous)—Carol distributed assignments for upcoming 360 Interviews. These are to be completed sometime in the next week or two.

DATA MANAGEMENT AND TECHNOLOGY

1. Bonnie has stepped away from being the Technology team lead. Website maintenance and updating has been identified as the biggest challenge. Carol has offered to maintain the website, but not be responsible for website design. We will publicize in the next Update and/or Volunteer Newsletter for a backup to the webmaster.
2. It has come to our attention that even members with computer knowledge and skills don't necessarily use the website (or email) to stay current. How to address this gap in communication is now an agenda topic for our next Governing Council meeting.
3. Carol agreed to do the Tech report out at Governing Council meetings.

EVENTS TEAM

1. Dr. Elizabeth Eckstrom has agreed to be the keynote speaker for the Senior Series free of charge. She will present in May at the end of the series of presentations.
2. The Senior Series team is now planning to work with Dr. Marian Hodges as a possible speaker to start off the Series.
3. The Small Events Team needs a new team lead, as Bonnie is stepping away from this role.
4. Janet is starting a new small group event this month: Life Stories. This initial meeting will focus on one couple's experience with hiking in the NW.

OPEN SESSION

1. June Stambaugh now owns a power washer. She has generously offered to let Viva Village use her power washer for other members requesting this service. June is able to use the washer herself, but will need help starting it. For safety's sake, volunteers should be trained in the proper care and safe operation. June also offered to store it at her home.

LEADERSHIP

1. Janet presented a written proposal on how to manage membership in the Governing Council. It was agreed to talk about this in a future meeting, as it will entail thoughtful discussion.

AGENDA ITEMS FOR THE NEXT MEETING:

1. Communication — Getting info to members – how's the best method? What's best for each person?
2. Governing Council Membership Proposal

and if time permits:

3. Governing Council Membership criteria—can volunteers be GC members, or is Viva Village membership a requirement?
4. Should we phase in a three-year term instead of the current two-year term.
5. How to plan ahead for GC members leaving the Council?

Items for the UPDATE:

Request for Vendor referrals:

Volunteer as Backup for website maintenance