

Governing Council Meeting Notes

October 7, 2019

Present: Larry Brown, Kathy Brown, Karen McCune, Janet Cruz, Carol Moynes, Rae Coleman

Recognitions:

- 1st Session Aging with Grace Program Committee and Volunteers. Approximately 103 attendees. It was a very successful event.
- Volunteer Day organizer Karen McCune and 11 volunteers.

Public Open Time: Ramona Crocker attended and was there to listen. She didn't have any items for the agenda

Resource Development Team

Larry reviewed the following topics:

- Application submitted to Cedar Hills McMenamins for Viva Village to participate in the Family and Friends fundraiser. Applications were due end of October and we don't know when we will be notified if we are accepted.
- Discussion of what financial information is available publicly to members and volunteers. Financial information is presented to members at our annual membership meeting. Villages NW does not publicize an annual report but if individuals want more information, they should be referred to VNW.
- Discussion on what forms to specifically use for reimbursement of an expense. Depending on where the check should be sent there are two forms, Check Request Form which sends the check directly to the vendor and the Reimbursement Form which sends the check to the member/volunteer who incurred the expense. Additional clarification by Mike requested.
- Request and discussion about the possibility of each village being in charge of their own checkbook. Decision to take this back to Circle of Reps for discussion.

Outreach and Publicity

Rae reviewed the following topics:

- The committee viewed 3 of the new marketing videos which are short vignettes that Villages can use in their 101's or when publicizing their village.

These videos incorporate the California Project language and concepts. They are very timely and will be presented at the November 2 Member Meeting. Additional materials are also being prepared for that meeting.

- New Brochure still in development. We continue to focus on updating testimonials, selecting new photos, tuning the language to align with Village Movement California while including our original emphasis on providing services.
- Brenda Berger has agreed to work on the article for the Beaverton Times. As discussed last meeting this article will focus on celebrating our 100+ members milestone in our 3rd year as a follow up to an article published in August about the starting of the new Village in Tigard.

Volunteers

Kathy reviewed the following topics:

- Volunteer Fall Social and Opportunity had 35-40 attendees including one person who saw the announcement in Nextdoor. Group thought it was a success with several committees getting new volunteers.
- Saturday all Volunteer Day was successful with the limited number of volunteers. Pairing volunteers and assigning them the services worked out well. Discussion about 2020 plans with the decision to target Spring for the first event. However, with the success of Dick Eyde's recycling program hold that event quarterly. Karen to discuss with Dick.
- Annual Volunteer Check-in, a short questionnaire, will be sent out to all volunteers within the next couple of weeks. It was decided that sending a hard copy with a return stamped envelope might be the best way to get responses. Volunteer committee will make the final decision.
- Barbara Bernstein's training is going well. She is getting familiar with the Volunteer Committee and their responsibilities and has contacted GC members requesting time on their calendars to discuss their GC responsibilities. She has also set up a Google Calendar giving permission for all GC to view the calendar and her schedule.

Membership

Kathy, Carol and Rae reviewed the following topics:

- We have 102 Memberships as of 10/7/19
- Annual Member Meeting will be November 2, 10-Noon at Southminster Church celebrating 100+ members. Agenda being created.
- Discussion about the potential gaps in caring for members particularly as the needs of the members change over time. NE Village has a program,

Village Partner that is somewhat like our Neighborhood Connection Program. Suggested we don't create any new program but continue to see how we can adapt existing programs to meet member needs. Kathy will schedule a meeting with Vonnie Condon at NE Village to get information on their program and bring it back to this group.

- Rae attended a Membership Affinity group meeting and found it to be very helpful in discussing the needs of members and how other villages are handling that issue.
- Carol reported that 360's and renewals are in progress.

Data Management

Carol reviewed the following topics:

- Carol is attending a CE Affinity group meeting on Wednesday and will be presenting information to the group on the new Ad Hoc reports she created and how to set up/run them.
- Timeline for updating the website with the new California Project language has to be determined.

Events

Janet and Karen reviewed the following topics:

- Village Forums: 30 people attended the last one with individuals outside the Viva Village community. Discussion about the current space at the Methodist Church may not be able to accommodate the forums if the number continues to grow. The space only holds 35. Our next forum will be There's Music in the Village on October 21. This will be held in the sanctuary, so space isn't an issue.
- Karen reported on the Holiday Celebration on December 5th at the Stockpot Broiler from 11:30-2:30 PM. Number of attendees was set at 104. Invitations will be similar to last year with the RSVP card/self-addressed stamped envelope being part of the invitation. Cards will be printed by Cedar House Media. Goal is to send them out the week of October 28th with an RSVP date no later than November 25th.
- Janet brought up concerns that were brought forward at the Event team meeting about the Friends Thanksgiving idea. After discussing the pros and cons of having this event this year, it was decided that more thought and discussion needed to be done before moving forward. It was tabled until next year.
- Casa Lola fundraiser being confirmed for some time in November.