

Governing Council Meeting – November 18, 2019 10:00–12:00

Present: Larry Brown, Janet Cruz, Mike Conner, Karen McCune, Rae Coleman, Carol Moynes, Kathy Brown, Barbara Bernstein

Also present: Ramona Crocker

Recognitions:

- Madhu Mehta for helping with the end-of-year campaign mailing — it was a bigger task than expected
- Virginia Scanlon for being flexible and pitching in to help a member when the request changed mid-stream
- Nancy McNary, Carmela Bowns, Kathe Fradkin, Kathy O’Neal, and Sue Mann for planning great events for their respective neighborhoods

There was a reminder that the scribe notifies people who have been recognized by the Governing Council.

Resource Development Team

- The year-end donation campaign was mailed this past week to over 500 Viva Village members, volunteers, and supporters.

Rae, Mike, and Kathy will compose a follow-up email to be sent in a couple of weeks, coordinating with “Giving Tuesday” (Dec. 3). This follow-up email will link with the current campaign so it is clear that this is a single campaign. It will also be more Viva Village specific with emphasis on our two areas of focus — Village sustainability and membership fee assistance, using a Viva Village story/testimonial.

It was suggested that donors receive a thank you phone call.

- To be addressed after the first of the year is the Villages NW campaign “Planting the Seed of Sustainability.” This includes:
 - Will/Estate planning
 - Contributions direct from an RMD IRA distribution. This type of donation is not taxed as it comes directly from the donor’s IRA. Any current inquiries should be referred to Larry.

Outreach/Publicity Team:

- The Governing Council agreed that the Viva Village contact on the BCOA (Beaverton Committee on Aging) should make direct reports to Governing Council at least every two months.
- There are other Viva Villagers who also attend City of Beaverton meetings. The OPT team would like to connect with these persons to invite them to regularly report back to the Governing Council about what is going on in Beaverton. This gives Viva Village more exposure at the City government level.

- The monthly Village Forums are a valuable way of making our presence known in the community.
- The OPT team is still working on the new brochure.

Volunteer Team:

- On November 1 the Volunteer Annual Check-In Survey was emailed on to 94 volunteers, with a paper copy mailed to 8 other volunteers. There have been 61 responses. The Volunteer Team will meet this week to discuss what changes or actions are needed in response to the survey.

Membership Team

- In early December several people from the Viva Village membership, volunteer, and neighborhood connections teams will meet with several people from Northeast Village to share information on providing appropriate support for members. We are interested in learning more about their Village Partner program, and they are interested in hearing about our Neighborhood Connections program.
- The question was raised about where new members are coming from, with the suggestion to start focusing on these areas, to further enhance or replicate in other venues. Several recent sources were mentioned.
 - Word of mouth
 - Women's Coffee
 - Volunteer becoming a member
 - Kaiser
- Our current renewal rate is about 90%.

Data Management/Technology:

- We now have 10 Village to Village Network logins available for use by Viva Village. Carol asked who would like to be included in this. In addition to Carol Moynes and Kathy Brown, it was suggested that Nancy Miller, Barbara Bernstein, Mike Conner, Karen McCune, and Kathe Fradkin would benefit from this access.

Events

- Many people enjoyed lunch or dinner at Casa Lola Kitchen in support of Viva Village, though this may not have raised as much funds as the previous year. Janet will stop by to pick up the check later this week.
- A team is looking at sound amplification options to make it easier for members and volunteers to hear and participate in group events. Larry is the liaison with this group to ensure coordination of our current systems with any new proposals.

- Because of the busy-ness of the holidays, the 19th is the last event for December. A full schedule will resume in January.
- Holiday Party –
 - The initial invoice from the Stockpot Broiler was over budget. Karen negotiated various changes to get it back into our range.
 - It is hoped that the Elsie Stuhr Cabaret Group will be our entertainment for the party.

Circle of Representatives

- VNW has invited people to apply to be part of a strategic planning team, to plan how the Hub and Spoke Villages can accommodate further growth. VNW has hired someone to work with them on this.
- New board member, Aletha Ender, will be working on transportation at the Hub level.
- Jin Darney of Eastside Village has volunteered to be next coordinator for Circle of Reps and is willing to do this for a year. The meetings will be monthly.
- Villages NW needs at least 2 new people to serve on its Board.
- With the new structure of the Circle of Reps, it is felt that the Leadership Sharing meeting is no longer needed and will be discontinued.
- Carol and Janet's term on Circle of Reps ends in April 2020. New representatives will be needed.
- Carol reported on the vote regarding how unrestricted grants are handled at the Hub level.

Leadership

- The new Memorandum of Agreement confirming our association with Villages NW is ready for signature. The Viva Village Governing Council approved this. Larry will sign it as Chair of the Governing Council and take to Lyn Trainer.
- Rae reported that the emergency lights are now available in the store again, and asked the GC to reinstate the Emergency light program for those who have already requested them. This decision was postponed until there is more information about the cost.

Agenda Items for the next meeting:

- Governing Council Transition
- Mike to send Budget info to GC members for approval