

Governing Council Meeting— Notes
May 20, 2019
10 am–12 noon

Present: Janet Cruz, Mike Conner, Karen McCune, Wally Carey, Kathy Brown, Larry Brown (by phone)

Recognitions:

- The office staff for taking Karen's shift twice a month so she can attend Governing Council meeting
- Maryellen for organizing the first Lyft ride for a member with no cell phone

Open session – no one present

Resource Development Team

- Janet shared that the Southminster Presbyterian Church Foundation has approved a grant of \$1200 to Viva Village for membership fee assistance. Official notification will follow.
- The City of Beaverton Social Services grant will be announced sometime in June.

Outreach/Publicity Team:

- Mike suggested that with the marketing materials from the California Coalitions, that the Outreach team will benefit from revisiting our own marketing materials.

Volunteer Team

- The Viva Village table at the Beaverton Volunteer Fair generated interest, with one definite and two more probable volunteer applications.

Membership Team

- Currently, Viva Village has 95 members.

Events

- The current Hospitality Team lead plans to retire from the position after the Aging with Grace II series this fall. It was suggested that this might be a good time to re-structure the hospitality process. A possible alternative might be to create a hospitality team for each separate event, thus sharing the responsibility among a greater number of volunteers.

- The decision was made to use Stockpot Boiler for our 2019 Holiday party. This venue has good access, is in a central location, has reasonable prices and good amenities, and will work with us on menu choices. Karen will put down the deposit and also will check about bringing our own wine. With this decision, the focus can now be on the program.
- Factors to consider in event planning:
 - Respecting the length of time that is comfortable for most seniors. Two considerations are seated time and focused time. Having a break is important.
 - Total number of events. Recognizing that we offer a significant number of events, should there be a limit to the number we offer. A limit on all-Village events, such as the Holiday Party and the Picnic was suggested to prevent overload.

The number of events based on interest groups need not be capped, as attendance is self-limiting to those interested in that particular subject. The timing of any event should respect other previously scheduled activity. Experience seems to indicate that connecting through a small group can make it easier to connect in other ways.
- The first Village Forum is the next main event.

Leadership

- The VNW Memorandum of Agreement. Other than two typos, our Governing Council agrees with the revisions put forward in the new MOA. The next steps are to send our comments back to Villages NW, who will incorporate changes from all Villages, as appropriate. We will have an opportunity to look at this document before it becomes final. Once finalized, each Village will be given 30 days to sign the new MOA and remain part of Villages NW.
- Hiring a program manager. Villages NW does the hiring, not Viva Village. We have to coordinate with VNW to comply with all legalities for the contract, etc. A concern was expressed that we follow what is in keeping with current employment practices so we can attract well-qualified people.
- Roles and responsibilities for Governing Council members. A few revisions were made to the leads for the various Viva Village action teams. This generated discussion on several topics.
 - The membership team would benefit from additional team members.
 - Resource development team: If Larry would focus on grant writing, Mike is willing to do the rest.
 - Transportation: There is an all-Village conversation going on now at the hub level about developing and using our own driver training and sustaining program based on what Villages Clark County has done. (Being out of state, VCC is ineligible to use Ride Connection.) The move is being

considered to make it easier to recruit and retain Village drivers by alleviating some of the Ride Connection requirements, particularly those that don't apply to Village drivers.

- Communications team: We publish the most Village communications of any of the Villages in VNW. Changes were suggested to increase the likelihood that our communications are read.
 - Mail paper copies of the *Viva Village Voice* to all members and volunteers. Some felt that the *Voice* was too long in email form, but more readable in the paper copy. As editor, Ross will need to be consulted before making any changes.
 - Stop mailing paper copies to those who are not members or volunteers
 - Continue emailing the Updates as usual — with paper copies going to members/volunteers with no email access.
 - In MailChimp, archive contacts who have not opened an email campaign within time period to be determined.

Next Meeting: Monday, June 3, 2019