

Governing Council Meeting Notes December 16, 2019

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

Recognitions:

- Kathy B for maintaining collaborative connections with other Village leaders and setting up meeting with NE Village for sharing of caring programs
- Karen for management of our successful, well attended holiday party and Julie Schmidt and husband for donation of fresh wreaths for tables
- Barbara W for generosity in substituting for office shifts

Resource Development Team

- Team met December 10 with three new members bringing expertise and energy to team, one having grant writing experience
- Southminster grant for membership fee assistance now used up
- Discussed City of Beaverton grant proposal and possible reason for not receiving it. Larry will contact city staff for follow-up
- McMenamins proposal: No response yet
- End of year campaign: 29 donations received to date with \$3700 brought in. A follow-up is included in December Village Voice to let people know need for funds for programming.
 - The Governing Council will send thank you notes to people who have donated. Barbara B and Rae will develop a printed thank you note with Governing Council members signing cards and procedure for sending them.

Outreach and Publicity

- Business card: Ready for printing. Mission statement adapted for front of card along with Viva Village contact information. Back of card clear for card giver's contact information.
 - Text: Building and sustaining a strong community that connects, engages, and supports older adults
 - Governing Council authorized printing at \$45 for 1000 cards
- Brochure: Is ready for printing
- Subcommittee set up to review and update website
- BCOA (Beaverton Committee on Aging) collaboration. Two members participate in BCOA and will be reporting live to Governing Council on a regular basis. For first report they will be asked to give a presentation of the BCOA: purpose, who attends, how it functions. First report February 3rd if they are able to attend. Timing of follow up reports to be decided. Discussion suggested their attendance open to when there was something to report or discuss with Governing Council and on quarterly basis. Rae to contact them.

- External Partnerships:
 - Villages Northwest setting up program to encourage community partnerships. OPT will continue to participate.
 - Looking at Viva Village's agenda for outreach OPT has asked Barbara Bernstein's to attend a coming meeting.
 - Currently Senior Series planning team working with Beth Gilbert, Beaverton Library adult services librarian and Kera Magarill, DAVS, Multnomah County. Collaboration of programming including venue use being discussed.

Volunteers

- Volunteer Annual Survey: Review and follow-up continuing with contact being made to volunteers who did not respond.
 - As a result of suggestions from volunteers a Friday afternoon happy hour is taking place on the third Friday of month beginning January 17.
- Volunteer fall social: As a result of this event at least 11 volunteers expressed interest and became involved in operational teams

Membership

- Collaboration with Northeast Village: Team members met with NE Village membership leads to share information on NE's Village Partner Program and Viva Village's Neighborhood Connection Program. Purpose of exchange was to look at ways of supporting members at time of special need or for whom more personal involvement would help them get more out of Village membership and in remaining independent.
 - A committee of Membership team and Neighborhood Connection teams will look at possible adaptations to our current procedures
 - Follow-up with NE to take place next quarter
- 2020 Annual Member Meeting being scheduled for Saturday, April 25th, 18th, or 4th dependent on space at Southminster Presbyterian Church. Janet to see what is possible.
- Carol sending out notice for annual subsequent renewal phone calls and 360 interview needing to be completed.

Data Management

- Map with change of boundary update now on website.

Events

- Village Forums: The forums continue to be going well with attendance increasing and those attending appreciating the speakers and discussion. For the most part attendees have all been Village people even though forum open to the public. Discussion took place assessing whether the goal of forum to reach out to public being met. There was consensus that even though public not responding as hoped, the forum is an educational experience of value to Viva Village community.

- After discussion there was consensus that venue needed to be stable. Forum will remain at Methodist Church for next few months with search for venue with more space being made.

Leadership

- Governing Council Transition: With terms of three Governing Council members expiring in April 2020 discussion took place as to best way to provide continuity for Viva Village.
- Decisions:
 - The nominating committee will contact individuals and draw up list of candidates for Governing Council election
 - A Strategic Planning Meeting is scheduled on February 10 from 10:00 - 4:00. Attendees will include people who will most likely be candidates for election to Governing Council
 - One agenda topic will be discussion of best means of establishing continuity and maintaining institutional memory for Viva Village

Next Meeting: Monday, January 6, 2020 at 10 am. Barbara Bernstein will give a report on her first three months

Calendar:

January 6 Barbara to give report to Governing Council
January 20 Public Presentation: Family and Friend
February 3 Report from BCOA
February 10 Strategic Planning Meeting
February 17 No Governing Council meeting

Submitted by Rae Coleman