

Notes from the Viva Village Governing Council Meeting

Date/Time: Monday, March 11, 2019 from 10am – noon

Present: Carol, Kathy, Rae, Janet, Larry (scribe), Ramona Crocker

Recognitions

- Governing Council from Susan Farkas for the growth of Viva Village
- Maryellen Conner who took on coordination of member liaisons and new members
- Bill Henderson for finding our missing documents on the office computer
- Carlie Stillman for the “Choose Good Food” event

Public Open Time

- No topics put forward. Ramona Crocker attended the meeting out of interest.

Resource Development Action Team Report

- The recent financial report was reviewed. The Viva Village bank statement on 2/28/19 had a balance of \$77,672.81
- Concern was expressed by a GC member about the membership fee support program, specifically whether we should require documented proof of income level prior to agreeing to fee support. So far as we know, the standard at our Village and other Villages is only to have the member self-certify that their income falls into the levels allowing fee support. If we were to require documentation, we agreed the documentation would only be viewed by a GC member, and not copied into the member’s file. Larry will take this topic to the Resource Development team for discussion, and Kathy will do the same to the Villages NW Membership Affinity team. Further discussion and decision to follow at next GC meeting.

Outreach/Publicity Action Team Report

- There has not been a recent meeting of the OP team.

Volunteer Action Team Report

- In the February VtV Network (Village to Village) newsletter, there was a notice about a new dues structure for Hub and Spoke model. Kathy will inquire about this at the Membership Affinity meeting at the end of March. The result would be each spoke Village having a marker on the VtV map.
- A volunteer was surprised that volunteers didn’t have access to the screened vendor list and asked that the topic be brought to the Governing Council. The

membership team has re-confirmed that this should remain an incentive and benefit for members. Today the GC reaffirmed this as a Viva Village policy.

- There was a brief discussion of developing new membership and volunteer “levels” in the future.
- The Governing Council approved the newly revised Volunteer Handbook.
- Upcoming volunteer events
 - Volunteer Round Table — April 17
 - Volunteer Spring Clean-up Day — May 4
 - Beaverton Volunteer Fair — May 11
 - Volunteer Recruitment Event — July 24

Membership Action Team Report

- Annual Meeting — Saturday, April 20, 2019, 10-12 at Southminster Presbyterian Church. Members only.
- Agenda: as per By-laws
 - Election of GC members
 - Circle of Reps representatives
 - Reports of Village activities
 - Direction of Village in coming year
- Focus: each person makes a difference/builds the Village—building on an idea that becomes a new program, event, etc. through collaboration with other members and volunteers
- **Membership numbers as of 3/10/19**
 - Associate: **26** members (**21** memberships)
 - Full Service: **63** members (**52** memberships)
- A hired staff person could be the Pre-Membership manager, being the initial point of contact with new members, coordinate the interviews and onboarding process. However, the membership team feels that at this time a paid staff person could be better used to aid in the many tasks of coordinating volunteers.

Data Management and Technology Action Team

- Carol discussed videos for the web site. We still need permission from the lawyers who presented at the event to use their video. Carol needs some written description of the videos for the web site.
- A new volunteer will be made an administrator for Club Express and will help us further develop our web site.

- The domain status of our web site is still unsure. Checking with our previous web master about this topic.

Events Action Team

- Janet reported that the bus has been reserved for the May 3rd outing to the Oregon Garden and Willamette Heritage Center. We discussed costs of the trip and settled on a fee structure for members and non-members. Viva Village will pay for the majority of the bus expenses, approximately \$1,000.
- There were 10 attendees at the recent Viva Village 101 held at Elsie Stuhr.

Leadership Team Report

- The GC discussed various ways and timings to have our meetings. One possibility is to have one business meeting a month, and then a second meeting in the month if a need was determined. The second meeting could focus on a specific topic or issue. At this second meeting we would specifically invite other Village members and volunteers with interest and knowledge about the topic. No decisions were made on this proposal today, but further discussion will continue at the next GC meeting.

Wrap-up

- The next Governing Council meeting will be in the Viva Village office on Monday April 1, 2019 at 10:00am.