

Viva Village Governing Council Meeting

April 2, 2018, 10:00–12:00

Viva Village office, 4905 SW Griffith Dr. #104, Beaverton 97005

In attendance: Larry Brown, Janet Cruz, Rae Coleman, Kathy Brown

Recognitions:

Viva Village volunteers for their continued support of the Village
Kathe and Bonnie for planning and carrying out a successful “Boost Your Brain”
series

Rae for making follow-up phone calls to visitors who signed in at the Beaverton
Volunteer Fair on March 17.

Open session

1. There were no Village members or volunteers attending.

Resource Development Team

1. A new funding source might be the Portland Clinic Foundation. Because it's metro-wide, this needs to go through Villages NW. Larry has given this info to them for consideration. Rae would like to request grant for Senior Series and has contacted Standard Insurance, who seemed interested. Portland Clinic might be a backup.
2. Discussed how money is budgeted for events. Janet will work with Larry on clarifying the events budget usage.
3. Janet willing to include fundraising under Events umbrella.

Outreach/Publicity Team:

1. There were no new updates from this team. The next OPT team meeting is April 18.

Volunteer Team

1. There are 7 new volunteers currently in process, with a volunteer training scheduled for Wednesday, April 11.
2. The volunteer team has not met since the last Governing Council meeting, so no news to report from the team.
3. Rae contacted everyone from Beaverton Volunteer Fair. Her calls were appreciated and well received. Phone calls are important after tabling event — another touch point.
4. There was a discussion about the large number of turn-downs for services, mostly rides, in the previous month. See the Membership section for more details.
5. Friend-to-friend rides are OK, but need to be a spontaneous result of friends offering rides to friends. It would be a violation of our insurance if the Village were

involved in setting up friend-to-friend rides. Kathy will ask for clarity on this issue the next time she attends a Volunteer Affinity meeting.

6. We are having increasingly difficult time finding drivers for airport trips, and long distance medical trips (particularly those that are 2 hours or more). It was decided to review the parameters of our transportation services, inviting input from members and our volunteer drivers. It was suggested to mention this at the annual meeting.

Membership Team

1. There are 78 current members (22 Associate members and 56 Full-service members) and 5 pending prospective full-service members. One new Associate member since the last report out.
2. The initial Annual Meeting agenda has been developed; the focus will be the following:
 - The election of the Governing Council members
 - An update of accomplishments from 2017 (as per the by-laws)
 - Break out groups assigned by zip codes. We will ask the Zip Code Teams to make plans to get together.

More details for the Annual Meeting agenda will be available after the April 11 Membership Team meeting.

3. The next Village 101 is scheduled for April 14.
4. Report from the March 2018 Membership Affinity Group meeting:
 - a. The Village as a “taxi service.”

Starting in September 2017, we have turned down a significant number of ride requests, mostly because we have been unable to provide a volunteer driver. Possible reasons might include:

- The message we convey to members about the Village mission and services
- The challenge of working with Ride Connection and its bookkeeping and other requirements. This is a deterrent for some volunteers when considering becoming a driver.
- The message we convey to volunteers about the importance of providing services/rides.

Ideas expressed and issues needing further discussion:

- We’re a Village, not a service organization. We discussed reminding members about this at the Annual Meeting.
- People are looking for meaning, not just doing or having things done for them.
- We can ask membership interviewers and liaison volunteers to convey the appropriate message to people both prior to membership, and as new members.

- b. Villages NW is considering applying for a new Lyft grant of \$1000 to use for member rides over a 6-month period. This would be for all Villages. VNW will assess the feasibility of doing this and the logistics.
 - c. Villages NW is planning to make some short videos for use in marketing and on the website. Member and volunteer stories are being solicited.
5. Membership Renewals for March 2018: there were only 2 memberships up for renewal. One full service has renewed and the other is in process.

Data Management

1. There is nothing to report at this time.

Events Team

1. Janet will be assuming the Lead of the Events Team. Her initial meeting with the team will be April 3. It will be a single events team, with a reorganized structure. Everyone will have a clear responsibility.
2. For big events, someone will be designated to lead. This person does not need to be a permanent member of the Events Team, but would be expected to attend during the time they are planning the event.
3. Ideas for events can originate not only within the Events team, but also from other sources.

Leadership

1. We discussed the list Governing Council criteria and roles. This list is useful for recruiting Governing Council members with needed skill sets. We will also include the top list of attributes when we mail the election information to members.

DECISIONS:

- Remove Financial contribution from criteria list.
 - Add Communication lead (Kathy)
 - Develop and publish bi-monthly VVV newsletter
 - Develop and publish monthly events update
 - Develop and publish monthly member/volunteer update
 - Edit and publish events flyers, information brochures, and other materials as needed
 - Maintain Contact Database.
2. Updating the project plan for Quarter 1 and 2 was tabled for the next meeting

Agenda Items for the next meeting:

Updated Quarter 1 and 2 project plan
Member Annual Meeting agenda

VNW – Circle of Reps representatives. To be elected at Annual meeting

Items for the UPDATE:

Separate election email to be mailed on or before April 14.

Bios from Rae, Larry, Kathy

Use black text from GC criteria list