

## **Notes from the Governing Council Meeting**

**Date/Time: Monday, July 16, 2018 from 10am – noon**

**Present:** Kathy, Rae, Carol, Janet, Larry (scribe)

### **Recognitions**

- To all Viva Village volunteers for their participation and support at the Volunteer roundtable.
- To Kathy for her organization and facilitating the Volunteer roundtable meeting.
- To the office staff for their support over many issues
- To Larry for submitting the July quarterly grant report to Southminster Church.

### **Public Open Time**

- No other persons attended the meeting.

### **Resource Development Action Team Report**

- Larry submitted the July quarterly grant report to Southminster Presbyterian Church. We spent \$432 of the \$800 grant. That expenditure allowed a senior with income below federal poverty levels to continue to receive support and services from Viva Village.
- We have a new volunteer now cleared by Ride Connection to receive the on-line and classroom training to be a Viva Village driver. Hopefully he will complete all necessary training and take the road test in the next 1 or 2 months.
- Mike Conner and I are now the Viva Village co-treasurers for an interim period. The draft for an official thank-you letter for Patricia Langford was presented to the GC and approved.

### **Outreach/Publicity Action Team Report**

- No recent meeting of this team, so no report today.

### **Volunteer Action Team Report**

Report from the volunteer affinity group

- Recommendation from Villages NW affinity: Active volunteer — a volunteer who has done anything in the last 12 months. Lyn Trainer is taking this recommendation to Villages NW board
- Reminder that we can use Volunteer Match or Hands-on Portland sites for recruiting specific volunteers
- FYI — NorthEast Village got a \$2000 grant to fund GoGoGrandparent. They will report on how effective it is.
- Viva Village Volunteer Round Table:
  - 28 volunteers were present

- Notes to go out to all volunteers this next week
- Viva Village Volunteer Day — 15 people signed up. Others will have a chance to sign up when they receive the notes.
- We want to see if we can activate action teams as part of Club Express, Carol to check into this (she thinks it is possible).
- It would be useful to have a web site expert and a graphic artist to so work on the VV website. Kathy was asked to look for volunteers more broadly in the Portland area.

### **Membership Action Team Report**

- Interviewers will meet soon to discuss ways to describe Viva Village to prospective members.
- Discussion of ways to increase interest in membership
  - Attend Senior resources fair from River West
  - Bring brochures/signs for events (coffees, dine arounds, etc.)
  - Find out more about River West's salons in which they cover different topics in presentations
  - Invite River West membership lead to this meeting for sharing of ideas
- Question about the Hops Game— Distribute tickets ahead of Hops Game Nights or have people go to will-call? Some of our members might benefit from not having to stand in line at will-call. However, the GC recommended that we have people go to the will-call window at the stadium.

### **Data Management and Technology Action Team**

- Report on the 360° Interview Project, Quarter 2, 2018
  - Overall, the interviewees were pleased with VV. They appreciated the volunteer's assistance, the activities/events and the screened professionals list
  - Areas for improvement: Guidance on what would be most helpful to get a volunteer to respond to a service request
  - Give an incentive to members to recruit other members, like a reduced membership fee.
  - Some members found it was disconcerting to talk to a different volunteer each time when calling the office.
- We discussed next steps to take on two late membership renewals
- Carol is finding some website changes very difficult to do. We can still try a former GC member to see if she can assist.
  - The GC decided to add an email address of the member to the service request reply sent to volunteers. It gives another way to contact the member if they do not answer their telephones.
  - Carol is looking into the domain name issue with Larry and also consulting with Gerry Barksdale.

## **Events Action Team**

- The events team meeting on July 5th included discussions about on-going activities and plans for the future.
- The Casa Lola Fundraiser is planned for September 10, 11 and 12. They will do a flyer. People need to be sure to tell the wait staff they are with Viva Village for us to get a monetary benefit. The Dine Around group will eat there on the 12<sup>th</sup>.
- The annual Viva Village picnic which will take place on July 21<sup>st</sup>.
- Plans are being made for a fall field trip to Tillamook (Forestry center, Creamery, and Oyster Bay restaurant). This will involve renting a bus and driver.
- There is a possibility of a Canadian Poker party to be held on September 8 at Four Seasons community room.
- A new interest group, “food and fun” is in the process of forming. The first event will be September 14.
- Janet will revisit the flyer distribution program – who to where – and discuss with the events team.

## **Leadership Team Report**

The future focus for Viva Village had actually been discussed at last meeting. It was decided to reemphasize that during membership interviews any questionable or uncertain aspects should be brought back to the membership committee for further evaluation.

## **Wrap-up**

For the update: This week it is all about events. For the next update the GC mentioned the following topics:

- GC notes are on the VV website
- Report on the Volunteer Roundtable
- August 11 volunteer day should be mentioned
- Save the date for the Senior Series in September 2018.

The next Governing Council meeting will be in the Viva Village office on Monday August 6 at 10:00am.