

## **Notes of Governing Council Meeting**

**October 15, 2018**

**Present: Kathy Brown, Larry Brown, Rae Coleman, Janet Cruz and Carol Moynes**

### **Recognitions:**

- Ross Miller, Kathy Brown, Milt Wear, Ellin Johnson and Brenda Berger for their work in writing, editing and publishing the current issue of the Village Voice.
- The office volunteers for the professional manner with which they handle sensitive and confidential information of members and volunteers.
- The planning committee and the many volunteers who worked to make the Senior Series such a success.

### **Resource Development:**

Larry reported that the remaining funds received from the Southminster membership assistance grant have been disbursed and the reports related to this have been submitted. An application was made to McMenamins for the Friends and Family program which would be a good fundraiser for the village if we are accepted.

Larry is working with representatives from Villages Northwest to modify the driver training program currently in place. He has reviewed the materials and testing provided by the National Safety Council and feels this may be a good option. The next step is to meet with Ride Connection to determine how and if the villages will continue to partner with this organization.

There is a new ACH authorization form which will be used moving forward. Carol and Larry will work out the details about implementing the change.

### **Outreach and Publicity:**

Rae reported that there have been a number of tabling opportunities during the past few weeks and more are scheduled. There is a need to recruit someone to take on the coordination of all tabling events. The Village 101 team will be responsible for presentations.

It was decided that a second table throw or runner should be ordered to use on smaller tables since the one we currently have is designed for 8 foot tables only.

### **Volunteers:**

There will be a volunteer team meeting on Thursday, October 19th. At the last meeting of office volunteers the possibility of providing support to team leaders was discussed, but it was determined that the number of phone calls, service requests, drop-ins, etc. keeps everyone too busy to take on additional tasks. Kathy will ask team leaders to send her a list of the kind of help they need for their teams so that she can identify volunteers who might be able to fill some of these roles.

A reminder will be sent regarding the volunteer check-in since only 33 out of 80 people have responded to date.

#### **Data Management:**

It was agreed that we pay the \$148.80 fee to renew the web hosting contract for another two years.

#### **Events:**

Janet reported that for personal reasons Bonnie Barksdale will no longer be leading the monthly Nature Walk. A small "thank you party" is being planned for her on November 3<sup>rd</sup> at Commonwealth Lake. An e-mail invitation will be sent to those who are regular participants in the walks as well as to members of the events team. The tribute will take place following the regularly scheduled walk (approximately 10:30.)

An organizational meeting for Quilters and Knitters will be held at the Solace Café on November 9<sup>th</sup>. At this time the focus of this interest group will be discussed and a venue for future meetings will be identified.

#### **Leadership:**

- The governing council reviewed the revised mission statement that was submitted by the Outreach and Publicity team. In general, a vision statement should express in clear and concise language **what** the organization wants to achieve. The mission statement should express **how** you plan to achieve it again in clear and concise language. The general consensus was that the new statement expressed more of a vision than a mission.
- Carol reported on the status of the committee and sub-committee lists that she has entered in Club Express. Janet will give her the names of the Village 101 team and then the information should be complete. It was decided that the lists would be reviewed periodically to make any necessary additions and updates.
- In December we will have completed the first series of 360 interviews. Carol recommended and it was decided that moving forward, only first year members will be visited for a personal 360 interview prior to their renewal date (at approximately 9 months) and that members in their second year will receive a phone call to review participation in the village, suggestions for improving services and events, etc. Larry suggested that we recruit volunteers to help governing council members with the visits and phone calls since this will take an increasing amount of time as the village grows.
- There will be a strategic planning meeting on November 12<sup>th</sup> from 10:00-2:00 at the home of Kathy and Larry Brown. Kathie Fradkin, Karen McCune, Ross and Nancy Miller and Mike and Maryellen Conner will be invited to attend.

- An initial review of the Project Plan began with Carol giving an update on the tasks she has accomplished in the area of data management. Larry then shared the progress he has made in the areas of leadership and resource development. Further reviews will be added to the agenda for future governing council meetings.