

Viva Village Governing Council Minutes
July 3, 2017

Members Present: Kathy Brown, Larry Brown, Rae Coleman, Kathe Kenny Fradkin, Terri Mishler
Also Present: Janet Cruz and Carol Moynes

Recognitions

- Kathe Fradkin and Chris Cooper for setting up the Farmers Market booth, and volunteers Carol Moynes, Rae Coleman, Janet Cruz, Chris Cooper, Karen McKune, and Maryellen Conner.
- Carol Moynes & Bonnie Barksdale for working on the interests for the online directory
- Kathy Brown, Kathe Fradkin, and Rae Coleman for the design of the new banner and handouts
- Volunteer Drivers for the number of rides they've completed

Resource Development Team Report Out

- Larry Brown reported that the drivers have completed 27 trips, for a total of 221 miles, 13 hours driving and 2 hours escort, most rides being for medical appointments. Not included in these numbers are the drivers' time and miles to the member, waiting time and returning after taking the member home, because these stats are not required in the Ride Connect reporting.
- Larry described a program called Arrive Rides, which he suggested the council could consider something like it as a backup when we don't have a driver available. Using a smartphone, Arrive Rides acts as a concierge arranging rides for a membership fee of \$10 per month and \$3 fee per ride.
- Our members need more training to request their rides well in advance. Although we have 11 approved drivers, it is really not enough since 5-6 of those drivers are providing 90% of the rides.
- We have \$48,333.94 in the bank at the end of June.
- Office Lease: our current lease ends in July, the rent increase to continue leasing the same office is an additional \$15 a month. Suite 104 is available, it has two rooms, about double the space plus storage, sink, and dishwasher. It would cost about \$400 more per month than the current office.
- Currently we have 41 memberships, which includes 60 members. Since we haven't yet experienced the annual renewal, it is a concern we do not know how many members will renew their memberships. As a result, the council agreed to delay moving to a larger space.

Outreach/Publicity Team Report Out

- The team has a new name, Outreach Publicity Team. Kathe Fradkin reported the Farmers Market resulted in a \$122 profit with lots of visibility.
- Elsie Stuhr Health Fair is in October, it is expected to be too busy for just two volunteers to handle, we will need more volunteers to staff our table.
- The new banner and handouts turned out very well.
- Rae reported on Providence's program Optimal Aging. Providence does an interview and selects appropriate providers for the applicant, at a cost of about \$22-\$35 per hour. Debbie Davis is the

director, her direct line is 503-773-9763, Monday through Friday 9-5. Providence has 60 Case Managers in their system, and need a 1 page description of Viva Village. Jean Corn will follow up with this.

- Providence also has an Elder Care program, primarily a day care and at home care. Applicants must meet Medicare/Medicaid requirements then transfer all medical care to the Elder Care program. This program is generally for the more medically fragile. Beaverton now has an Elder Care office.

Volunteers Team Report Out

- Kathy Brown is the liaison for the city-wide volunteer training to take place in late September. Progress is good, with another meeting set for July 21.
- A frequent question that members have is if a non-member companion can ride with them, which is allowed. A liaison volunteer cannot pick up a member if not approved as a driver.
- Kathy reports the Volunteer Roundtable went well, with suggestions for making sure our volunteers are appreciated. Volunteers shared their positive experiences.
- Of services requested, 18 have been for general household help, 8 for yard work, 14 rides, 1 tech assistance and 2 personal support. Four vendor referrals were requested.
- Groups of volunteers are needed to schedule big projects, for example yard cleanup, moving stuff to a garage for sale, etc.

Membership Team Report Out

Additional edits for the Interview form include asking if a neighbor has a house key, and if Viva Village has permission for someone else to schedule services for the member and if so to specify that person.

Tech Team Report Out

- Member Directory and Member Interests -- Goal: a) way for Members to connect with other Members who share an interest and/or b) a way for the Village to plan events around interests that Members share.
 - a. The tech subcommittee (Carol, Bonnie, Kathy and Sue Mann) created and edited the Member Interest Categories.
 - b. Carol created a flyer and tutorial for members.
 - c. Plan:
 1. Beta test with 10 people
 2. Place on the website Membership menu
 3. Promote in the Email Update
 4. Email members to explain the Membership Directory and opportunity to participate in the Member Interests module

5. Hand out flyer at the next member meeting – have tutorial available.
 6. Train all current members in small groups or individually by the end of September
 7. Begin to survey interests at member sign-up and have Member Liaisons facilitate use by future members
- Website updates -- for Membership and Useful Information pages; some items under Community Resources need updating.
 - Forums -- Open Bulletin Board ready to go with one entry by Bonnie for testing -- just needs to be added to the Membership Menu. Right now, it is Member Only but could be opened to the public to involve volunteers if we have a moderator. Will be included in Member Interest training. Subcommittee recommends that we do not include the Member to Member Vendor Recommendations forum at this time.
 - CE users group -- Three reps from Viva Village are involved. Two suggestions from VV were added to 108 other village suggestions for revising CE.

Events Team Report Out

- Next Events -- Picnic on July 15 and Ted Talk at Bonnie's house on July 26. Next Nature Walk is at Moshofsky Woods -- Willow Creek. Possible Dahlia farm trip in August will not be posted on the Calendar until we know what the weather will be like -- require max day high of 90.
- Calendar and Facebook posting -- now almost 100% done by Jean Feller.
- McMenamins Friends & Family Nights -- opening date for requests is August 1, 2017. The events team would like help from Resource Team for the application. McMenamins will donate 50% of one Pub's nightly sales to the group or organization. The location for the fundraiser is based on which pub is located closest to the organization or their service area. Event takes place on a Monday or Tuesday night, 5 p.m. 'til close, during the fall, winter or spring months.
- Gift of Caring Follow up -- committee will meet in July
- Fall Big Event -- not determined yet -- need inspiration. Semi-big event will be Atul Gwande Webinar on September 25 from 2-3:30.
- Holiday party -- December 14 at Westbrook in the afternoon from 3-5.

Leadership Discussions

- Hardship assistance for temporary financial situations was approved.
- Kathy Brown indicated volunteers have some difficulty discerning what events they can attend. It was decided to clarify by labeling events in the update and online as for Members, Volunteers and Public.