

Lifelong Learning Institute

Board of Directors Agenda

Monday, September 27, 2021 (Virtual Meeting)

8:00 AM - 10:00 AM

Next Meeting: Monday, October 25, 2021, 8:00 – 10:00 AM (Virtual)

Members: Fred Delie (President), Julia Wallace (V- President), Judy Gilson (Secretary), Kris Lewins (Treasurer), Theresa Charapata (At-Large), Sue Johnson (At-Large), Norm Schroeder (At-Large), Mary Braband (Curriculum), Mary Cook (Publicity and Promotions), Dean Cherry (Technology), Gary Hanna (Technology), Karen Carvenough (Social Committee), Susan Pike (Office Manager), Jason Mathwig (Advisor), Weston Carvenough (Past President)

Excused: Dean Cherry, Mary Braband

Called to Order: 8:15 AM

1. No changes to agenda. Motion to approve by Norm Schroeder, seconded by Mary Cook.
2. Approval of August 23, 2021, BOD minutes. Two corrections noted change to 100,000 and that Julia was excused from meeting no reports. Judy will correct and send to Susan to post. Motion to approve minutes by Julia Wallace and Norm Schroeder and Theresa Charapata seconded.
3. Treasurer's Report-Kris Lewins August receipts \$59,153,
 - Expenses \$6,983.44
 - LLI Office \$472.91
 - UWGB Expenses \$6,510.53
 - Curriculum \$113.75
 - Publicity & Promotion \$297.60
 - 557 members registered
 - Reserve funds \$92,478
 - UWGB will support LLI if funds are depleted from reserve.
 - Ok for this year.
4. Advisor's Report—Jason Mathwig A second student maybe added to help Susan with workload. Budget concerns number of classes offer with lower membership. Eliminate duplication of classes (reduce from 240 to 150 classes) but still offer a variety of classes. Need monitors for online classes. Fewer classes would reduce pressure on curriculum committee
5. Office Manager – Susan Pike--Susan will delegate some work to volunteers. Very large number of emails sent to Susan possibly volunteers can screen the emails. Out of state members left LLI. October 1st deadline for online classes for spring promotion. Mary does course evaluation reviews which are sent to presenters. Classes offered online take up more of Susan's time.
6. Vice President – Julia Wallace No report at this time.
7. President's Report- Fred Delie
 - Fred, Julia, Susan and Jason to meet next month concerning new classes.
 - Need to find individuals at Manitowoc, Sheboygan and Marinette to take on more responsibilities for classes thus reducing Susan's workload.
 - Gary will help train members for zoom classes.

LLI BOD Meeting

September 27, 2021

8. Publicity and Promotions Mary Cook
 - Need to give advanced notice to UWGB Marketing department need more time to promote events.
 - Art street: First day heavy rainfall with no canopy to cover display cancelled second day because of rain-soaked material. Norm volunteered a canopy for future events.
 - Ed continuing to upload pictures on Facebook.
 - Next month return of monthly breakfasts
9. Social Committee Karen Carvenough
 - Social on 9/22/21 had 55 members present. Reserved 9/28/21 next year as Stadium View was a good venue
 - Spring Social scheduled for May 4, 2022, at Tundra Lodge.
10. Old Business
 - Memorandum of Agreement, signed in early September has been filed. Copy has been sent to Board members.
 - MOA should be reviewed in the spring of every year.
 - We also need a nominating committee appointed each year.
 - Policies and Procedures will be reviewed this month.
11. New Business
 - Question of whether we should be reducing the number of courses offered - already reduced to 150.
 - At what point in time should we consider adding another Board member?

Next meeting: Monday October 25, 2021, 8:00 to 10:00 (virtual)

Motion to Adjourn Norm Schroeder Seconded Theresa Charapata.

Meeting adjourned at 9:40 AM

Secretary

Judy Gilson