

**Board of Directors Agenda**

**Monday, March 28, 2022 (Virtual Meeting) 8:00 AM – 10:00 AM**

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), Sue Pike, (Curriculum - GB), Steve Lenz (Curriculum - GB), Liz Koehler (Curriculum – Man/Sheb), Jean Rausch (Curriculum – Man/Sheb), Mary Cook (Publicity and Promotions), Dean Cherry (Technology), Gary Hanna (Technology), Karen Carvenough (Social Committee), Sue Pike (Office Manager), Jason Mathwig (Advisor), Weston Carvenough (Past President).

Excused: Jason Mathwig

Absent:

Guests: Barb Beaver, Sue Sorenson, Mary Gajeski

Call to Order - 8:01 AM (Please keep your report short)

1. Any changes to the agenda - None
2. Meeting Minutes – Feb. 28, 2022, BOD Motioned to approve Gary Hanna seconded by Kris Lewins.
3. Treasurer's Report/Finance Committee – Kris Lewins
  - a. Income February 2022 - \$1,295.00 Expenses \$9,181.62
  - b. Cash balance for LLI. Report \$116,849.14
  - c. Expenses Administration \$9,181.62
  - d. Foundation \$16,269.07 \$265 scholarship.
  - e. Motion to approve by Norm Schroeder seconded by Gary Hanna
4. Advisor's Report – vacation
5. Office Manager's Report – Sue Pike February and March slow months.
6. Vice President's Report – Julia Wallace February quiet month.
7. President's Report – Fred Delie discuss items later.
8. Committee Reports:
  - a. Publicity & Promotions (Marketing & Travel) – Mary Cook
    - a) Promote play at Marinette first then Peninsula Players possible trip in August
    - b) Sample classes being coordinated by Kay Pascoe at Neville Museum.
    - c) Art Street moving to Ashwaubenon Park -Wes Carvenough working on movement.
    - d) Business cards redesigned and being printed.
    - e) Newsletter published four times per year, add letters to editor to newsletter.
    - f) A survey will be sent out to research member's interest.
    - g) Board approved Wes reaching out to Terry for possible trips for members.

- b. Curriculum – Steve Lenz, Sue Pike, Liz Koehler, and Jean Rausch
  - 1. Recruiting going very well. 109 classes currently
  - 2. Green Bay 87 classes --- 60% classroom, 10% zoom, 10% outdoors, 20% tours and 2 recorded.
  - 3. Promotion for Sheboygan and Manitowoc a radio spot is being scheduled for July. Will keep the group updated..
  - 4. Manitowoc Campus Melissa will be on maternity leave. Another individual has left temporary replacement at campus no extra help at any campus at this time.
- c. Technology - Dean Cherry/Gary Hanna No problems currently.
- d. Social Committee – Karen Carvenough Spring Fling invitations went out last week.
- e. 11 am social, 12 pm dinner and Board of Director meeting at 1 pm.

10. Old Business:

- a) Election Preparation Status- Bio and photos are set. One person did not respond to repeated communications from LLI office; therefore, individual will not be on the ballot. March 31<sup>st</sup> ballots to go out.
- b) Presenter Dean Cherry – Dean gave an overview of class, board comfortable with presentation. All copyright issues have been documented.

11. New Business

- a) Letter to LLI members on Sue’s retirement drafted and sent to board for review.
- b) Need board feedback by end of day Wednesday. Letter will be sent out Thursday or Friday.
- c) Registered and wait list and unregistered course walk-ins.
  - 1. Three no-shows. Five people showed up and just signed up. One man came with his wife, saying if he could not go on tour both were leaving. Puts coordinator in uncomfortable position with people showing up not registered. Letter for no shows has been written, Julia, Jason Sue and Fred will finalize and send out to LLI members by the first of April.

**12. Next Meeting: Monday, April 25, 2022, 8:00-9:00 am (Virtual) Zoom meetings will remain in place until end of fiscal year.**

**Meeting Adjourned 9:50 Motion Wes Cavenough Seconded by Karen Carvenough  
Secretary: Judy Gilson**