Board of Directors Meeting
Date: Monday, June 26, 2017
Time: 8:00 AM

CL 125

Members attending: Fred Delie, Nancy McGrew (President), Arlene Molzahn, Jan Hess (Secretary), Tom Chase (Vice President), Bob Cook, Sherry Moon, Frank Moon, Susan Pike (Office Manager)

Excused: Jan Rickert, Dan Malcore, Ron Niesing, Jason Mathwig (Advisor), Jim Hinckley

Guests: Sue Sorenson, Jim Huss, Wes Carvenough, Karen Carvenough, Kelly Dadam

Agenda

1. Call to Order – President Nancy McGrew at 8:00 am

2. Changes to agenda
   • Fred Delie AV Cart and Technology Officer proposal

3. Approval of the May 22, 2017 BOD Minutes
   • Bob Cook made motion; Tom Chase 2nd: Motion carried.

4. Treasurer’s Report/Finance Committee - Nancy McGrew
   • Cash on hand balance is $100,633.42 with a parking encumbrance of $25,000.00.
     Advisor Jason Mathwig’s salaries is 15% has not been billed. If anyone has questions on the budget to contact Ron.
   • Frank Moon made a motion to accept the report; Tom Chase 2nd. Motion Carried.

5. Advisor’s report – No report

6. Office Manager’s Report – Susan Pike
   • Catalog has been sent to the printers
   • Susan brought in an AV cart which Fred Delie explained can be simplified. It was discussed what is needed on the cart. These carts are for Rose Hall and will allow members to see over the equipment as they are adjustable. The carts are $650 each, laptops are $150. Fred Delie made a motion to purchase two laptops, two adjustable carts and two 25 ft cords; Arlene Molzahn 2nd. Motion carried.
   • The headsets which are located in Rose Hall were discussed. It was discovered the headset work fine it is the lapel ones don’t always pickup the voice.
   • Fred Delie is working on an instruction manual for the catalog.
   • Fred was thanked for all he has done setting up the changes in the catalog.
   • The bus trip to Upper Michigan was successful. It was suggested that LLI contact more faculty for programs.
   • As Susan will be on a family vacation during open registration it was discussed that registration be opened early which would make it easier for the office.
   • Susan was thanked for doing a great job getting the catalog out.
7. Vice President’s Report – Tom Chase
   - Tom is working with Susan with data reports.
   - Tom did a telephone conference with the Association of LLI in Wisconsin. Throughout the state of Wisconsin there are 5000 – 6000 LLI members and meet various times of the year. Green Bay has a better bargain than any other LLI’s throughout the state.

8. President’s Report – Nancy McGrew
   - Nancy thanked all the people leaving, Fred Delie, Jim Hinckley, Jan Hess and Frank Moon (past president), Arlene Molzahn, and Bob Cook.

9. Committee Reports:
   a. Communications – Sherry Moon
      - Sherry passed around a flyer and the program for the July 25 “Introduction to Lifelong Learning”
      - The LLI Breakfast’s will continue through the summer.
      - The LLI brochures, tri-fold and cards have been updated.
      - Susan Pike has been given the permission to update the website. The committee will be looking at the website and making suggestions.
   b. Curriculum – Bob Cook
      - At the Bellevue Community Center a blackboard/white board that is too big for the storage room which is no longer being used. Classes are not using it. As it is the university’s property it will be moved back to the university for Disposal.
   c. Volunteer Development – absent
      - On August 22 at the Mauthe Center is the coordinator training
      - August 30th new member welcome and tour.
   d. Social Committee – Arlene Molzahn
      - Arlene thanked Susan and Jason for the Spring Fling help
      - Arlene gave her notes to the new Social Chair Karen Carvenough
      - Fall Kick-off is September 27th cost is $15 per person
      - Arlene will stay on the committee for one (1) year.
      - Arlene will be presenting three (3) class this fall in the Mauthe Center

New Business
a. Other
   - Fred Delie proposed to create a position of a Technology Officer which would report to the LLI Board. This person would be familiar with computer systems, software and be able to express written and oral information to the LLI board regarding upgraded, replacements and repairs. Bob Cook suggested the proposal be tabled for now and take up when reviewing the bi-laws.

Old Business
a. The By-Laws suggestions were reviewed and discussed at length. The items discussed will be given to the Bi-Laws Committee. Their suggestions will be discussed at the next meeting.
   b. UWGB Travel Policy proposal
Frank Moon suggested a Travel Committee be established and report to the LLI BOD. It would also follow the university guidelines with the advisor and office manager involved. A “proposed travel guidelines for LLI overnight trips” was passed out. The “It’s Happening” committee would become a part of the travel committee group. Frank will keep the BOD updated on information.

No July BOD meeting

Next Meeting – August 28, 2017  8:00-9:30 am Room CL 125

Fred Delie stated he is willing to serve on the Technology Committee and thanked everyone for the opportunity to serve on the board.

Sherry Moon made a motion to adjourn, Bob Cook 2nd, Motion carried.

Meeting adjourned 10:21 am

Minutes submitted by Jan Hess, Secretary