General Agenda Items:

1. Consent Calendar: The minutes of the September 13, 2013 were accepted as read. The agenda was accepted as amended.
2. Welcome to Randy Richardson as ex-officio member of the SC after election as Chair of the Nominating Committee.
3. Follow-up: Proposal to pay for a parking spot for OLLI instructors? Nick and Carol have left email and voicemail messages with the Eric Blaine at University Village without response. Efforts will continue. (An email from Carol on 10/9 indicates some progress on this.)
4. Follow-up: Gary’s membership survey: Preliminary response (over a third of the membership in less than a week!) has already provided valuable information that will be used by all the standing committees for ongoing planning. Geri will send a graphic to Nick to remind folks to complete the survey if they haven't as yet done so. One per person.
5. Gary’s Report: “CSUCI Osher Program FY 2012-13 Participation and Income,” enhanced with graphs from Beckie, provides more useful planning data, establishing a baseline to compare where we are now to last year. Also shows some numbers comparing last fall to this fall.

Standing Committee Reports, Items submitted for agenda:

Curriculum:
- Report: Nick and Jack met with the President and the Facilities Manager of Ventura College on Friday, 10/4. While our initial idea was to use the Wright Library building we were shown two other facilities with much better equipment that we could get for the same $40/hour price. (For an eight week, 16 hour class that means $640 expense for class space.) Parking is available, especially in the afternoon, at $2.00 for a day permit. Question: do we want the Ventura classes badly enough to pay this amount? Action: it was moved by Saul and seconded by Gary and passed unanimously to authorize payments for classroom spaces for up to three classes in both the winter and spring terms.
- The SC went into executive session to discuss policy towards members who bypass the committees and speak for the OLLI community, not only with Nick but with outside agencies and potential venues.
- Follow-up question: Nick reported last month that additional spaces have opened up: Friday afternoon at VACE, and additional days at Marin will be requested. Have these spaces been confirmed? We need speedy confirmation of these new locations and time slots to accommodate the additional classes we want to schedule to meet the anticipated increase in enrollment. Answer: Nick is juggling all the classes and potential venues in the final scheduling process for the winter-spring catalogue, which must be finalized and sent out by the first week in November.
- Follow-up on question raised last month on finding a venue for the expansion of the “Taste of OLLI” program to Ventura by next fall. Ventura College may be the best choice, although the weekend flea markets may cause a parking problem on Saturdays. Research continues.
- It was also brought up that the Ventura library is actively interested in a free lecture series like the one we do with the Camarillo Library. Gary raised the question of asking professors to work for free, especially in two different locations, even though the program is voluntary and serves to publicize the courses the faculty will be teaching in the following academic term.

Finance:
- Saul asked for an amendment to the agenda to question an $800 consulting fee, but in the rush of things the Chair overlooked bringing it up, so it will be continued to next month.
Marketing/Outreach:
- Note: Packet of materials for OLLI bags and tables will get some simple changes and be run off for the start of the winter term.
- Report: Phone calls to new fall term members went well. Script will be updated to ask members which classes they are taking to put responses in context. We will also document negative comments (and raves) on classes and instructors to be passed along to the Curriculum Committee.
- The Saturday class on Opera that started mid-term had several new folks. We need to follow up on names and calls.
- Report: OLLI Ambassadors:
  - ✓ We will add a line to the first day of class remarks to let people know that new members will be called to get their feedback.
  - ✓ Per Donna at the OLLI office, Ambassadors may now take registration info and checks from those who have not enrolled. Response: The SC does not think this is a good idea. It was moved by [    ] seconded by [   ] and unanimously approved to reject this role for the ambassadors. We can provide and even help fill out the registration and carry it to the office, but can do no more than provide a SASE to the new registree to send in the payment.
  - ✓ Question: Is there an alternative to procurement through the University of small items like the ambassador badges when time is a factor? Nick’s answer: we can authorize expenditures through his OLLI procurement card, which functions as a debit card drawing on our account. (question after the fact – should Finance be reviewing that account?)
- Note: Newsletter to go out in November focusing on the new course offerings for winter term.
- Note: A subcommittee is at work designing generic OLLI-CSUCI business cards that can be used by Steering and Standing Committee members, with a personalized card for the SC Chair.
- Report: Website: Millie continues to work with Nick and Bill on the Website update including the deletion of some old, outdated content and greater visibility for current archive items like the SC minutes and meeting notices. A suggestion for the home page was an easily visible area focusing on exciting things coming up in the month to come – suggested names; “What’s Hot” or “Breaking News.” Proposal: routine items like minutes should be sent directly to Bill rather than through Millie or Nick, so they can concentrate on the website development. No discussion or action taken for lack of time. After the meeting it was reported that Millie and Geri met with Bill on Friday and made progress on several of these items.

Program Director
- Issue raised last month: Projectors in the Broome classroom need to be replaced. Action: They can be purchased through CI’s sources, but we’d like Saul to take a look at pricing before we commit to a $3000.00 purchase. Report: Saul determined that refurbishing the projectors was not an option and that the price quoted by the University was not out of line. Action: It was moved, seconded and passed to authorize the expenditure.
- Last, but by no means least (in fact we heard about it before the start of the meeting) Nick announced that he is engaged! General congratulations and admiring of pictures ensued.

>>> Next meeting: Wednesday November 13 at 8:00 A.M! <<<