OLLI-CSUCI Steering Committee Minutes 7/9/13

- Steering Committee met at 10:30, Tuesday July 9th in the Camarillo Library.
- All voting members were present, plus Bylaws Committee member Randy Richardson and Finance Committee member Gary Collins. Nick was unable to attend.
- Agenda and minutes of May 30th meeting were approved

**Items of General Concern:**

1. Proposed Bylaws for the Membership Council of OLLI-CSUCI. Draft was accepted as final version with minor changes in wording, with special thanks to Bylaws committee specialist Randy Richardson for his experienced insights and suggestions. Document is ready to send out to the general membership within the same week that they get the fall catalogue.

2. Nominations for two vacant elected SC positions and three NC elected positions.
   a. It was decided by unanimous consensus vote (with the Chair abstaining) to nominate Jack to a new two-year term as member-at-large to the Steering Committee. Gerri, and Carol remain on SC until August of next year, finishing out their existing two-year terms. They will also serve on the Nominating Committee for the August, 2014 election.
   b. Gary Collins was nominated by unanimous consensus as our candidate for the new two-year elected member slot.

3. Dan Murphy, Elaine Sweet and Suellen McClain, having agreed to serve if elected, were nominated to run for the Nominating Committee.

4. Setting date and location for Membership Council meeting. Arrangements were confirmed for meeting in the already reserved room 1500 in Del Norte Hall for Thursday Aug 29 from 3:00 – 5:00 p.m., after Bill Garlington’s class. (The instructor for the 5:00 class at Marin will be asked to push back the start time on that day to 5:30 to allow people to get there after the meeting) The room seats 120 and is easy walking distance from the Library and bus stop. Planning the meeting will top the agenda for the August SC meeting. Shall we look into some refreshments to make it a semi social event as well?

5. Long-term vision to be raised for discussion at the Membership Council meeting:
   a. This new idea came up in the context of a recent Finance Committee budget meeting (although the FC as such did not propose or vote on it) as a way to help the membership focus on long-term planning and the ongoing need for fundraising despite a budget that will show a sizeable surplus going into the new year.
   b. Rather than throw out a specific idea, like doubling the size of the program in five years, it was felt that we should make a clear report on the growth we have seen in the first year, and then entertain “brainstorming” visions of goals we might want to set for growth. The discussion can be for a previously announced limited time period, listing all the ideas on newsprint sheets and refer them to the new SC for consideration and report back to the membership.
   c. All this is contingent upon having a clear report, distributed well in advance with the meeting agenda, so people have time to think about it.
Subcommittee Reports, items submitted for agenda by committee or by SC
Chair:

Finance/Fundraising:
• Report: Budget for the new 2013-14 fiscal year (July 1 – June 30) was submitted for approval by the Steering Committee, on-time per the penultimate draft of the Bylaws. The budget was approved with thanks to the Finance Committee for their usual painstaking attention to detail.

Publicity/Outreach:
• Report: Publicity for fall term: Proposal: authorize placing of 4”x4” ads in the Star and various Acorns. Action: ads are approved. (Was there a budget requested and approved?)
• Report: First OLLI Curiosity Never Retires newsletter is planned for distribution in September, to include reports of the Membership Council meeting
• Report: website update. Millie hopes to have everything done so that there can be a demonstration of how to use the website in classes first week?
• Proposal: Badges for Class Ambassadors: We can make some nice “generic” class ambassador badges (without names) “go=to” person more easily identifiable. Action: committee is encouraged to pursue this. (Update: Nick says we can get these made through the University’s account with Aswell Trophy Company in Oxnard. Per request, he is following up on this.)
• Report: copyrighting logo: This has been done.

Curriculum:
• Report: Fall catalogue is ready for distribution. Gary Collins’ registration form will be provided to the office to collect “source” data as well as gathering most student info onto one record.
• Report: Planning for trips and peer learning pilot program is on track for roll-out in fall term.
• Report (Joint project with P/O): Gary’s enrollment form
• Proposal: Student IDs: We need some way for all OLLI students to have IDs that can be used for logging onto the website and other purposes. Requiring students to buy a Dolphin One card (Permanent CSUCI ID) seemed an unfeasible imposition of an additional $15 cost plus the inconvenience of having to go to the library and have your picture taken and all. (Update: Nick says that student IDs may soon be required anyway, which will solve the problem.)

Meeting adjourned at 12:45
Next meeting: 10:30 a.m. Thursday August 8th, Cam Library? (We didn’t set this up. Is this date and time OK? Any other location preferable?)