

## SENIOR STUDIES INSTITUTE

### Board of Directors Meeting via Zoom

September 04, 2020

**Members Present:** Warren Karmol, Chair; *Marti Summer*, Chair Elect; Donald Steury, Immediate Past Chair; Sue Bowers, Treasurer; Paul Buchman, Webmaster; Duane Ray, Publications; Carolyn Raz, Secretary; LD Smith, Facilities; Betty Woods, Membership; David Gaynon, Jim Gradoville, Paul Hagner and Kathy Jackson, Members at Large

**Absent:** Connie Angelucci, Member at Large and Sharon Nelson, Connections Chair

**Others Present:** Kathy Bambeck

10:05 a.m. - Chair Warren Karmol opened the meeting, following the Zoom Committee meeting.

Minutes of the August 21st meeting were corrected to show Sharon Nelson as the connections chair, not the engagement chair. (The position of engagement chair remains unfilled.) LD said she had contacted Sharon who said she had found ways to get information on ailing and deceased members.

**Treasurer's Report:** Sue reported that because of the ease in doing so, more dues are being paid on line.

There is \$15,500 in the PCC Foundation account and \$4,500 in the Umpqua Bank account, or a total of just over \$20,000. This time last year we had \$9,000, which was the carry over from the previous year. There have been fewer expenses this year due to the COVID.

Currently, one expense is for three Zoom accounts for Current Events. Kathy graciously will allow the transfer of her hosting responsibilities for her Zoom Pro account to

selected other members of our organization. We are also paying for postage, office materials, printing, and Constant Contact.

**Rent - Neighborhood House:** In the past, SSI has made a contribution to Neighborhood House for use of their facility. Neighborhood House has been closed during the pandemic with only the manager, **Nancy Burke**, on site. The only activity being conducted by NH is exercise classes on Zoom, which are free to SSI members. **Sue** will contact **Nancy** to see if SSI should make their annual contribution. Parks and Recreation is requiring NH to submit a budget in the near future.

**SMILE** - Is also closed, but will be in need of the SSI contribution.

**Lake Oswego Senior Center Remodel:** **Kathy Bambeck** reported that a church in Lake Oswego has offered use of a room for the Lake Oswego Current Events class while the senior center is undergoing a remodel. The Center's director will be contacted by \_\_\_\_\_ regarding the usual facilities donation. Until PCC reopens, SSI is not able to meet in person for anything.

**Membership Report:** Betty reported that 16 percent of the renewals and new members have paid online. So far, 194 members have renewed, which includes 8 new members.

Life Members . . . . .	10
Continuous . . . . .	337 (from last fiscal year. 194 have renewed so far.)
New . . . . .	<u>8</u>
Total . . . . .	355

Betty will collect the contact information for retirement and assisted living communities as will be requested in the next newsletter for the Membership Outreach Project. She has received one inquiry prior to the published request.

The new Membership Roster will be mailed in mid-October.

**Fall Classes:** **Kathy Jackson**, Curriculum Chair, reported that the fall class schedule is full. **Duane** will have a hard copy printed before the end of September. In addition to the

hard copy, the schedule will be posted on the website and each week's classes will be in the weekly newsletter. Instructions about Zoom use needs to be included in the hard copy class schedule catalog. **Kathy** is seeking speakers for the winter term.

**New Business Cards:** The SSI business cards need to be revised to reflect the correct web address. Minuteman Printing in Gresham, the long-time source for SSI printing, will be contacted for printing new cards (by whom?)

**Sign Language on Zoom?** A member inquired if SSI provides sign language interpreter for its Zoom classes. (Did someone volunteer to check this out?)

**PCC Zoom Accounts:** **Donald** is awaiting a call from **Neal Naigus**, PCC/SSI Liaison, regarding the SSI use of PCC's Zoom accounts.

**Zoom Sub Committee (Jim, Warren, Donald, JJ, David and Marti) Report:** **Jim** reported there were 14 participants who watched the Zoom tutorial, **Nancy Burke** of Neighborhood House helped facilitate the session.

**Warren** commended **Paul Buchman** for his excellent job of revising the SSI website and all the hard work. He also thanked **JJ Jackson** for his contribution to the site. **Warren** suggested that everyone look at the site.

**Tech Support Report:** Everyone volunteering for this position needs to know all the tools available for being a tech support person. Also, more people are needed for both hosting and tech support so there's an ample pool on which to call.

**Pooling Zoom Accounts:** **Kathy** volunteered the use of her Zoom account for the Monday-Thursday classes.

**Second DVD Class:** **David** reported that a Survey Monkey report on a second DVD class yielded about 32 responses. Literature seemed the most popular topic with other choices being music, fine arts, philosophy and religion.

There was discussion on the pros and cons on whether to have the class on the same day and time (Tuesday mornings) as the current class in order to draw more people, or

on a different day/time. **Donald** made a motion, seconded by **Duane**, to have the class run concurrently on Tuesday mornings. Motion passed.

**Jim** volunteered to host the second DVD class, which will be limited to the first 30 people.

**Newsletter:** **Marti** agreed to continue writing the weekly newsletter and include the following week's schedule of classes.

**Non Disclosure Agreements:** Each host has to sign an NDA. **Kathy** expressed concern about giving personal information for the NDA in light of PCC having experienced a recent data breach.

It was suggested that **Neal** be invited to a board meeting in the near future to discuss any concerns. **Warren** asked that questions of **Neal** be submitted by email ahead of the meeting and then forwarded to **Neal** so he's prepared.

**Volunteer Needed for Engagement Chair:** To fill the vacancy of engagement chair after the departure of **Peggy Keonjian**, **Warren** said he would like to be on the committee to find ways for people to connect and perhaps have social time prior to some of the classes. A notice will be placed in the weekly newsletter seeking a volunteer.

**In Memoriam:** Several SSI members have died in the past year. It was suggested that the Engagement Committee pursue an idea by December 31st on how a joint tribute can be paid to those departed members.

**Future Board Meetings:** Until recent months, the Board has met monthly. Because of the pandemic, SSI has had to accommodate to what is possible in order to continue our classes, so meeting every two weeks has been necessary. It was agreed to continue on a bi-monthly basis for the near future during this transition time, and discuss later if we can revert to once a month.

**Next meeting:** September 18