

# **Governing Council Meeting Notes**

**December 2, 2019**

**Present:** Larry Brown, Kathy Brown, Janet Cruz, Carol Moynes, Karen McCune, Mike Conner, Rae Coleman, Barbara Bernstein

## **Governing Council Transition:**

- Names of possible candidates for the Governing Council were brought up and a list begun.
- A nominating committee of Karen, Janet, and Kathy will meet and develop a slate to be ready by February or early March.
- At the end of December, an update will discuss the transition of three people leaving the GC and request a response from anyone indicating an interest. Any self-nominations will be given to the nominating committee.
- If a candidate is not included in the nominating committee slate, the membership will vote for candidates separately, not as a slate.
- It was agreed that any outside candidates or members must have experience, volunteer training and background checks.
- The bylaws will be reviewed. It was the understanding that nominations must be made 2 weeks before the annual meeting.
- According to the bylaws, there can be between 8 and 12 on the GC.
- All major committees must have a lead or a representative on the GC.
- Kathy, Larry, and Rae should advise the Council of what leads or activities they want to continue and those they want to drop.
- Additionally, these three outgoing members are requested to provide a list of activities, tasks, and responsibilities they currently have undertaken.
- Consideration should be given to whether we want a Chair or Co-chairs. Larry recommends Co-chairs.
- The Governing Council without the 3 founding members must continue to be seen as the authority of the Village.

**Recognitions:** Rae and Mike for developing the words for the end of year campaign.

**Open Session:** No members or volunteers were in attendance.

## **Resource Development Team**

- Two or more volunteers have indicated an interest in grant writing or other duties of this team.
- The budget for 2020 would leave a deficit of \$20k. The amount of grants in the coming year is unknown, and we need to work on this area. We could cover the deficit for a year but not longer.
- Casa Lola resulted in receiving \$217 for the fundraiser. The request from McMenamins is still pending. CG members were requested to think of other restaurants we might solicit for this type of fundraiser.

- Larry plans to try the City of Beaverton again in 2020.
- Karen suggested the GC agenda include a budget report either monthly or quarterly.
- Other suggestions:
  - Monthly automatic (ACH) donations
  - Required minimum distributions (RMD) tax reduction donations
  - Fred Meyer rewards cards

### **Outreach and Publicity**

- There has been agreement on the wording for the new brochure.
- Kathy will send a draft.

### **Volunteers**

- Barbara and Kathy are following up on the volunteer check-in.
- Ideas from the survey to be implemented include:
  - Adding a volunteer newsletter
  - Monthly volunteer happy hour on the 3<sup>rd</sup> Friday in the afternoon at the Village office starting in January.
  - Greeting card team for volunteers and members for birthdays and get well cards.
  - Half indicated an interest in being part of team volunteering. The volunteer team suggests providing more advance notice. May do in spring and fall with prior meetings to gain 'group energy'.
- Kathy showed a form to be used if incidences involving injury, accident or property damage occur. These should be used even though not serious enough for 911 or a claim to be filed. The form will be stored on the computer.
- The Lyft grant is now depleted.
- There are currently 20 certified drivers.

### **Membership**

- Discussion from a request to have a 101 meeting in the Claremont development. People interested in Villages would be welcomed at 2<sup>nd</sup> Saturday 101, with knowledge that Claremont is outside of Viva Village boundary and informed that they would be welcomed as volunteers.
- Renewals for the 12/31 expirations are being mailed on Tuesday.

### **Data Management**

- Access to the VTV network has been given.
- Several are now receiving emails from Club Express Forum. Anyone can answer these and we should see these in the threads that follow.

### **Events**

- Karen reported on the Holiday Party. The number of tables has been increased to allow a total of 120. There will not be holiday music other than background instrumental. Larry will give the opening remarks. Other members of the GC

were encouraged to visit other tables after the meal. There will be conversation starter cards on each table.

**Leadership**

- A copy of the revised MOA is in the file and on the computer.

**Next Meeting:** Monday, December 16th