

Notes of Governing Council Meeting

September 21, 2020

Present: Mike Conner, Karen McCune, Janet Cruz, Carol Moynes, Vickie Sander, Ramona Crocker (scribe), and Barbara Bernstein

Order of scribing for future meetings: Mike, Carol, Karen, Janet, Vickie, Ramona (then repeat, etc.)

Recognitions and Member/Volunteer Concerns:

Barbara thanked Ramona for bringing VivaVillage's attention to the idea of participating in Beaverton's virtual parade as it has resulted in our Village's participation in several other virtual events which raises our visibility in the greater Portland area.

Ramona thanked everyone who has contributed their expertise in crafting VivaVillage's multiple submissions to the various virtual events.

Public Open Time: There were no visitors

Action Team Reports:

— **Resource Development & Finance:** Mike reviewed our budget vs actual for Jan.-Aug. At this point, our budget is in good shape as our expenses are less than what had been originally budgeted. Regarding our lease, Mike has had no response from property management re our counter-proposal (3% increase for next year; then 6% increase the following year). In the meantime, we continue to pay \$870 rent monthly. The draft of VV's annual appeal letter is nearly finished and the plans are to mail it to members, volunteers and supporters by October 5.

— **Outreach/Publicity Team:** Ramona reported Mary Ellen Conner was welcomed as a new OPT member. The team's virtual entries for: the Beaverton Parade, VNW's Standard Insurance Volunteer Fair, and Elsie Stuhr Health Fair have all been submitted and we are waiting to hear when the parade and health fair will be shown online. Barbara commended the team for the 2-minute VV slide presentation with music and said she thinks

it could be used to promote our Village at the Men's and Women's coffees and Aging with Grace events. The deadline for applications for appointment to Beaverton city volunteer committees and boards, including the BCOA (Beaverton Committee on Aging) with 4 open seats, is October 1. The team is continuing the updating of Viva Village presentation materials. Mike has emailed Beaverton Rotary Club re presentation on VV and is waiting for reply.

Karen reported that the online registration form set up by Event Brite for "Aging with Grace" is confusing and buries the name of Viva Village.

— **Volunteer Action Team:** Barbara reported the Villages NW Standard Insurance Volunteer Fair presentation resulted in 2-3 inquiries, one of which was a representative for high school students. Discussion followed as to how Viva Village might utilize high school volunteers. It was decided that perhaps they could participate in spring or fall yard cleanups under the direct supervision of a vetted volunteer. Karen reported that VV volunteers will be recognized in connection with "Good Neighbor Day" Sept. 28 via in-person delivery of small gift bags. Governing Council approved funds for supplies for this purpose.

— **Membership Action Team:** Vickie reported the team will be interviewing a prospective member this week.

— **Data Management & Technology Team:** Carol said there is no activity to report at this time.

— **Events Team:** Janet reported the India Travels Talk by Barbara Walker via Zoom, an evening event Sept. 14, was well received. Barbara W. will also present one on New York City on Oct. 12. The Nov. travel talk on sailboating will be given by Cathy Alisch. The (live, in-person) Nature Walks are resuming in November and will be led by Dana Lille. The Patio Picnics, postponed last week due to wild-fire smoke, are planned to begin this week, weather permitting.

— **Leadership Team:** Karen reported that two Governing Council members are interested in attending the virtual Village to Village Conference in October.

Karen led a discussion on the importance of maintaining confidentiality in all matters pertaining to members and volunteers. This principle is to be

reflected in GC drafts and notes, as well as notes relating to the Partner Program which may consist of general statements, but no specifics.

Mike suggested it would be helpful to create a document for new, incoming GC members relating to note-taking on sensitive subjects (e.g. behavior, member issues, and financial issues) since acting as scribe is a rotating responsibility of GC members.

Karen raised the question of who should take responsibility for updating VV's filed documents. Barbara B. suggested that perhaps some office committee members who have particular skills/interests in those tasks might be interested.

Karen said she will review One Drive documents relative to updating.