

Viva Village Governing Council Meeting Notes

Monday November 2, 10am – 12:00pm

Attendees: Mike Conner, Janet Cruz, Vickie Sander, Ramona Cocker, Carol Moynes, Karen McCune, Barbara Bernstein

Scribe: Karen M.

Recognitions: Aging with Grace planning committee were commended for another successful session and for their role in getting excellent speakers.

Public Open Time No visitors attended the meeting

Action Team Reports

- **Resource Development and Finance:**

- 2021 Budget: Mike reported that the 2021 budget process is underway. Mike, Karen and Larry B met to discuss the budget assumptions which Mike will enter into the Villages NW template by the end of this week (Nov. 6). The template will be shared with the Governing Council for final approval then sent to VNW by the Dec. 5 deadline.
- Office Lease: Mike received the signed lease from the property manager for the Viva Village office space which he sent to Charlie Meyer at VNW for final approval/signature.
- Annual Appeal: The annual letters have been received, mailing labels will be picked up tomorrow and Barbara's team of volunteers will stuff and seal and return to office for mailing on Monday November 9th. A follow-up reminder will be sent out the week of November 23rd.
- Participating in Giving Tuesday was discussed as a possible way to reach a broader audience than the initial 400 who received the annual appeal letter. Further discussion at the next GC after we see the initial response from the annual appeal mailing.

- **Outreach and Publicity**

- Aging with Grace: The 3rd session on Home Safety was well attended with about 46% non-Viva Village attendees. Question was asked if we have the contact information for non-Viva Village attendees to use as to further engage them, getting on email list, highlighting volunteer involvement, etc. We do have that information and Karen will follow-up with Rae and Kathe on how they intend to use it.

- **Volunteer Action Team**

- Annual Volunteer Survey: Survey was sent out on October 26th to all volunteers. To date, 52 surveys have been returned. A reminder will be in this week's update to complete by November 5. Results have been positive; volunteer satisfaction is high, and volunteers have appreciated the way the village has responded to the pandemic.
- Barbara reported that the Volunteer Newsletter will be going out to all volunteers around November 13th. The focus of this newsletter will be Leadership in the Village...a pitch for team leaders or anyone interested in finding out more about leadership opportunities.
- **Membership Action Team**
 - Two new associate members joined this last week and interviews are being scheduled for two potential members.
 - A discussion was held about upcoming renewals.
 - The membership team is addressing the "on hold" membership process and anticipates final recommendations soon.
- **Data Management/Technology Team**
 - The web team will be uploading the 4 Aging with Grace recorded presentations to the Viva Village website by November 10
- **Events Actions Team**
 - Janet attended the new Events Affinity group meeting and found it to be a like-minded group of members from each village who are interested sharing event ideas, looking at starting cross village interest groups and addressing issues villages face because of the pandemic such as the loss of face-to-face gatherings and it's impact.
 - Holiday Activities are continuing to move forward. Nancy McNary has secured 4" pot poinsettias for a very reasonable price. The idea is for a group of volunteers would deliver these to all Viva Village households. The event team is meeting this week and will discuss other ideas for a meaningful holiday event. Karen will investigate the cost of printing a holiday card to go with the poinsettias. It was agreed to use the same card as last year with an updated message.
 - It was agreed to fund the Tai Chi class through March and evaluate at the end of each quarter. This class is going well and has a loyal group of attendees.
 - Shout out to the Women's Coffee group that runs really well.
 - Janet led a discussion of the pros and cons of ongoing Zoom events that are open to all; is it sometimes difficult for new members to join after the group has been going for a while and relationships have formed; how to make newcomers welcome if they do join, etc.
- **Leadership Team**
 - Karen shared information about the Village-To-Village Network 2020 Conference. Several presentations stood out to her: Silvernest, Finding a Spot as a Board Member in Fundraising and Scaling the Village Model. Karen

will send a copy of the presentations to all GC members. Mike will share with the Resource Development Team.

- Service expansion. Karen will meet with Barbara B and Kathy Brown this week to finalize the list of potential in-home services that could be started up again with proper safety guidelines. GC will give final approval.