

**LIFETIME LEARNING INSTITUTE OF NORTHERN VIRGINIA**

**FINAL MINUTES OF FEBRUARY BOARD MEETING**

**Feb. 9, 2018**

**Present:** Scott Pinckney, Chuck Hulick, George Chalou, Buck Myers, Sheri Masek, Anna Dixon, Dianne Boyle, Jona Wheeler, Patti Volz, Judy Robison, Kathryn O'Toole, Phil Centini, Arline Sachs, Janice Viola, Loren Brandman, and Kate Greeley

**Absent:** Bob Huley

**Guests:** Ed McKnight and Rick Daniels

**CALL TO ORDER:** President Scott Pinckney called the meeting to order at 9:30 a.m.

**Bob Hull, NOVACC Facilities Director and Chair of the Annandale Campus Lyceum Committee** spoke to the Board via conference call on the proposed LLI collaboration with the Annandale Campus Lyceum Committee which sponsors speeches by authors and other distinguished speakers. He is particularly interested in our recommendations for interesting speakers. The Lyceum seminars are usually held on Wednesday at 12:00 or 12:30 in either the forum room or in CA-301. Every year they have a "green festival" pertaining to the environment. On April 26, 2018 there will be an all-day seminar on using nuclear waste as a form of energy. These seminars are open to our members.

There was some discussion about combining LLI's forums with the Lyceum Committee events, but due to space issues, this arrangement probably isn't practical. Scott proposed that we may be able to participate on a collaboration basis. We can identify some of LLI's outstanding Forum speakers, one of whom is Kirsten Downey, a local author of the book Isabella.

**OPENING REMARKS:**

Scott welcomed Ed McKnight, Past President of LLI and Nominations Committee member, and Rick Daniels, participant in Fairfax County Commission on Aging.

Scott also welcomed Loren Brandman as a new Board member replacing Phil Myers through June 30, 2018, and officially designated her as Assistant Treasurer.

### **GUEST SPEAKER: Rick Daniels – Aging in Place Initiative**

Rick Daniels, a participant in the Fairfax County Commission on Aging stated that the Commission has expressed interest in having LLI become a focus group for the review of the County's 50+ Community Action Plan which is in the formative stage. The current 50+ plan has 31 initiatives. The plan covers five topics, three of which may be of interest to LLI: 1) Service for older adults and family care givers; 2) Transportation; and 3) Housing initiatives. The Commission on Aging is expected to present the current 50+ Plan to LLI this fall/winter session. The presentation might be done at the Forum as early as November.

A discussion ensued. It was suggested that the focus group be a sub-group of LLI, not LLI as a whole. This group would be comprised of members interested in the initiative.

**Dianne made a motion that Rick Daniels put an announcement in the newsletter to allow feedback from the members to determine the level of interest in forming a focus group on aging; seconded by Jona. The motion passed.**

### **ACCEPTANCE OF THE JANUARY BOARD MEETING MINUTES:**

**Patti made a motion to approve the January minutes with minor corrections; seconded by Judy. The motion passed.**

### **TREASURER'S REPORT – Chuck Hulick**

Chuck's report highlighted the recent annual payment to the State Corporation Commission with accompanying updates of our Board members. He also mentioned the upcoming transition to a new treasurer which may give us an opportunity to look into alternative, less expensive financial reporting systems.

**Kathryn made a motion to accept the Treasurer's Report as presented; seconded by Arline. The motion passed.**

## **ADMINISTRATOR'S REPORT – Janice Viola**

Current Membership -- 402; 6 new members and 24 renewals

Scholarship Support -- To date \$16,930 has been raised.

Upcoming Trips – 22 sign-ups for the American Indian Objects Collection Center. The Goddard Space Center trip is full.

The LLI directory will be printed and sent out this month.

## **MEMBERSHIP; BUDGET & FINANCE (B&F) COMMITTEE**

**Bob Huley – not present;** Report received by Board

Bob asked the Board to vote on the proposal for the Treasurer to invest \$28,000 in U.S. Treasury securities.

**Kathryn made a motion that the Treasurer invest LLI's Temporarily Restricted Emergency Fund (currently \$28,000) in 6-month T-bills; seconded by Anna. The motion passed.**

## **AUTOMATION COMMITTEE REPORT – Buck Myers and Kathryn O'Toole**

Buck reported that he is still trying to identify problems on the new website. He is reviewing the comments and questions from the debriefing and committee members. On March 5, members of the Automation Committee will meet with the Curriculum Committee to discuss how automation will impact the functions/duties of the Curriculum Committee.

**Kathryn reported that the Automation Committee is trying to decide how content approval will be handled for the new website and the role of the web editor. This will deal with compliance with LLI's By-Laws , General Policies and Board Decisions, as well as spelling, grammar and appropriateness. A mechanism is needed to control content. The Web Editor's position as it is currently defined will terminate when the new website becomes operational. This position requires board approval.**

**Buck Myers is the webmaster of the new website, but Kathryn stated that we want to enable SIG coordinators and committee chairs to be responsible for their own**

information. Anna agreed that the website is too complex for a single individual to be in charge.

A short discussion ensued. No policy decisions were made. The topic will be reviewed again at the March Board Meeting.

**SIG COORDINATOR** – Patti Volz

Patti reported that the cost of signage and publicity to advertise the Information Fair can be managed at little or no cost. A BLAST message will go in the newsletter targeting new members. The Information Fair is currently in September but since there is no Forum in August, Patti suggested that the Information Fair be moved to October. She also would like to reposition the food table.

Jona made a motion to adopt the five proposals from the After Action Information Report to include: standardizing signage for SIGS and Committees; targeting new members; increasing publicity; repositioning the food table and changing the Information Fair date from September to October; seconded by Arline. The motion passed.

**MEET-UPS** -- Anna Dixon

Anna reported that the Meet-Ups are held in the spring – April through June, and in the fall – September through early November. The focus is on new LLI members.

**OLD BUSINESS:**

The amplification concerns at the Forum have not been resolved and new solutions are being considered.

Scott will talk to Arlene Gribben about the possibility of having trivial pursuit at the March Forum.

**NEW BUSINESS:**

Scott announced the status of several Board positions: Kathryn O’Toole will not take the position of President when Scott steps down. She will stay on as Vice President. The position for Chairman of the Nominating Committee is vacant. The Nominating Committee consists of three members from the Board and two outside members.

There are several vacancies to be filled on the Board, including the positions that will be left by Sheri Masek and Phil Centini. Bob Huley is undecided at present.

George urged that we make a mass appeal to the membership via newsletter and at the Forum encouraging interested members to seek a position.

Scott thanked Sid Sachs for putting all of the newsletters on the website

**Arline made a motion to adjourn; seconded by Jona. The motion passed.**

The meeting adjourned at 11:30 a.m.

Respectfully submitted,

Kate Greeley, Secretary of the LLI Board of Directors

**NEW BUSINESS:**

**Nominations Committee – “Post meeting actions”**

There were important decisions made immediately following the LLI February Board meeting that need to be recorded.

● Dianne Boyle informed the President that she would finish the one year LLI Board term that Carol Jeffords had previously held, ending June 30, 2018.

● Jona Wheeler told the President that she would be interested in taking the Nominations Committee chairmanship. We needed one more committee member and one more non-board member. Jona subsequently contacted Phil Centini and asked if she would fill the remaining Nominations Committee position, and Phil not only accepted but asked Patti Brennan if she would replace her on the LLI Board. Patti agreed to accept the Board position. Loren Goodrich was also asked if he would be on the Nominations committee again, as the non-board member. He agreed.

● At the March Forum, Scott will make an announcement that the nominations process is underway, and will introduce Jona Wheeler, the Chair of the Nominations Committee. Anyone interested in participating on the LLI Board or who knows of someone who would be a great candidate should contact Jona or any LLI Board member. There are only a few positions to fill this year, but there may be five positions to fill next year.

Scott Pinckney, President

