

LIFETIME LEARNING INSTITUTE OF NORTHERN VIRGINIA
FINAL MINUTES OF MARCH BOARD MEETING

March 9, 2018

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

Absent: Bob Huley, George Chalou and Patti Volz

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

OPENING REMARKS:

Scott reported that he had a short discussion with Bob Hull, the Chair of the Annandale Campus Lyceum Committee, and gave him a list of LLI's speakers for the last two years.

Scott said that Joseph Pincus has lined up speakers for the next two months, one of whom was the speaker for the February Forum, which was cancelled. Ann Hornaday will be the Forum speaker in April.

Scott passed out copies of the Memorandum of Understanding between NOVACC and LLI which expires July 26, 2018. The old system of issuing 90 parking passes to LLI will be changed.

There are plans underway to renovate the CN building which will undoubtedly result in LLI's office and classroom space being temporarily relocated.

A short discussion followed. Scott stated that the Curriculum Committee will set the schedule of classes and adjustments can be made later if necessary. Fortunately, there are few classes the first part of July.

ACCEPTANCE OF THE FEBRUARY BOARD MEETING MINUTES:

Jona made a motion to approve the February minutes with a correction; seconded by Kathryn. The motion passed.

NOMINATIONS COMMITTEE CHAIRMAN – Jona Wheeler

Jona reported that she had a meeting on March 1, with several of the committee members. There will be a follow-up meeting on Wednesday.

TREASURER'S REPORT – Chuck Hulick

The report covered the following items:

- The Board approved the voiding of the remaining outstanding scholarship check, and this has been done.
- A discussion on the subject of public donations in memory of Richard Risk concluded that no action is needed at this point and possible memorial options will be explored.
- The status of our Treasury Direct account was mentioned, and when our account is approved, an initial 6-month Treasury Bill investment of \$14K will be made, followed by another 6-month \$14K investment in three months' time.
- The Assistant Treasurer reported that research on alternative systems to the present Sage system is underway, and a status report on possible alternatives will be made at a Board meeting in the near future.

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

ADMINISTRATOR'S REPORT – Janice Viola

Current Membership -- 392; 5 members did not renew; 6 new members and 25 renewals

Scholarship Support -- To date \$17,080 has been raised.

Upcoming Trips – American Indian Objects Collection Center trip on March 15, will be rescheduled due to a scheduling conflict.

The Goddard Space Center trip set for March 28, is full.

The National Arboretum Tour is scheduled for May 3.

General:

Fielded phone calls regarding registration and general questions; sent/received over 500 emails from Administration and Board accounts; and updated the Board Leave Calendars.

There was a good turnout to hear Dr. Jim Zimbelman, at the March Forum.

The course, "Baseball in the 40's, scheduled in April, will be cancelled.

It was noted that a \$50 honorarium is given to non-government Forum speakers.

MEMBERSHIP; BUDGET & FINANCE (B&F) COMMITTEE

Bob Huley – not present; Report received by Board

Scott noted that Bob contacts members who don't renew, and determined that age is generally a factor for discontinuing membership.

AUTOMATION COMMITTEE REPORT – Buck Myers and Kathryn O'Toole

Kathryn reported that the Automation Committee and the Curriculum Committee had a good meeting on Monday. Their discussion included how to handle over-subscription of courses. Kathryn stated that the new system will provide options that will enable the SIG coordinators and Committee chairs to manage their own information.

Buck reported he has a 30-page punch list detailing problems and changes to be made. The issues are essentially divided into two categories, i.e., what can be handled by the web master and structural issues that require fixes by the contractor.

Four areas of consideration were highlighted:

- 1) Clickable names: Buck stated that this function requires a lot of maintenance, and suggested that clickable names to links be eliminated.
- 2) Redundancy of Minutes: Buck questioned whether access to Minutes of Board and Annual Meeting Minutes need to be made public. Anna stated that there is a law governing this, and Loren volunteered to research the law and report back to the Board.
- 3) Classes: Buck suggested that anyone can propose a course.
- 4) Forums: Any member can recommend a speaker.

Scott stated that AI Brothers has been a great contributor to the curriculum committee for many years, and in light of that, he will be invited to a Board meeting in the near future for a consultation on the impact transitioning to an automated system will have on this organization.

SIG COORDINATOR – Patti Volz – not present

Judy reported that the Circle Dance SIG will be separate from the Visual Arts SIG

MEET-UPS -- Anna Dixon

Anna reported that the Meet-Ups hosts will have a planning luncheon to discuss the upcoming events. The meet-ups are held in the spring and fall.

OLD BUSINESS:

There will be no changes in the amplification in the Forum room at this time. The last Forum went well.

Arlene Gribben is considering having Trivial Pursuit at a Forum in the fall.

NEW BUSINESS:

Scott announced the memorial service for Richard Risk is at the Northern Virginia Ethical Society on April 27. Richard was an original founding member of LLI and taught a wide range of courses. He also established the “Poetry and You” course and started the Valentine’s Day Social, which is now called the Spring Fling.

Scott will call Richard’s brother Robert, and discuss possible options for a memorial to Richard.

Scott encouraged the Board to attend the Poetry Spring Fling on April 27.

Anna announced that the Visual Arts SIG will have a tour of the House of Sweden in the Swedish Embassy on April 25.

Scott brought up payment to the website contractor, and Buck suggested that when the punch list is satisfactorily addressed, the contractor should be paid.

Dianne made a motion to adjourn; seconded by Anna. The motion passed.

The meeting adjourned at 11:00 a.m.

Respectfully submitted,

Kate Greeley, Secretary of the LLI Board of Directors