

**DRAFT                      DRAFT                      DRAFT**

**MARY WASHINGTON ELDERSTUDY  
BOARD OF DIRECTORS  
MINUTES OF QUARTERLY MEETING  
UMW Stafford Campus, South Building, Room 210  
September 3, 2014**

The Mary Washington ElderStudy (ES) Board of Directors' quarterly meeting was held at the UMW Stafford Campus, Room 210 (SC210S), on September 3, 2014. President Chuck Watkins called the meeting to order at 10:00 a.m. Other Board members present were Barbara Barrett (Vice President), John Thompson (Treasurer and Administration Committee Chair), Bill Toomey (Immediate Past President), Bill Wemmerus (Curriculum Committee Chair), Randy Fennemore (Secretary), Peggy Gratz, Donna Lewis, Mel Wright, additional members present were Pat Parkinson (Membership Chair), Dot Meyers (Newsletter Editor), Sara Fartro (Membership) and Peg Johnson (Curriculum).

Chuck welcomed new Board members Peggy Gratz, Donna Lewis and Mel Wright.

John moved to approve the June 4, 2014 minutes as posted. The motion passed.

**STANDING COMMITTEE REPORTS**

**Administration Committee (AC) (report attached).** John Thompson presented a summary of the August 26, 2014 Committee's meeting. He reported that expenses had exceeded the budget but were within the income for the period September 1, 2013 to August 26, 2014. Plans and Policies 2014 document were distributed to the Board. Work has begun on the P&P 2015 with a focus on updating Section A - Governing Documents including the Memorandum of Understanding with the University. This will first require interaction with the University Representative and then Board approval before the General Membership can approve recommended changes.

The committee recommended that Wendell Anderson conduct the annual audit of ES. The Board accepted this recommendation with unanimous approval.

The next Quarterly Administration Committee meeting will be held, Tuesday, November 25, 2014, at 1 p.m. in Room SC210S. One of the topics for discussion will be to develop a Committee recommendation regarding the funding of the ElderStudy BLS Scholarship for 2015-2016.

**Curriculum Committee (CC).** Bill Wemmerus reported that the committee met August 21, 2014, with new and current ES members attending and making recommendations. Forty three programs were proposed for the spring semester. The committee is working on a list of programs to be substituted for a scheduled program that needs to be cancelled. Karen Scanlon has agreed to learn the duties of maintaining the spreadsheet for the programs. Bill expressed appreciation for the help and support of former ES leaders who continue to serve on the committee.

**Membership Committee (MC) (report attached).** Pat Parkinson reported on the meeting held August 27, 2014. The committee is seeking more volunteers to help with various duties including Webmaster, committee secretary, ES Phone call inquiries handler, and ES buddies for new members. Pat will place a help wanted listing on the ES classroom bulletin board and a

**DRAFT**

**DRAFT**

**DRAFT**

request in the ES Newsletter. Mary Ann Stana's presentation to Chancellors Village inspired a number of residents' interest in joining ES. All persons with email will receive electronic versions of newsletters and will have to opt in to receive a USPS mailed copy. The MC is going to decide whether and how to acknowledge deceased members of ES via a new webpage, which will be announced in the ES Newsletter. *New members who join after March 30th for the April and May sessions will join under the 1 Year Plus plan and the dues they pay will reflect this.* Types of name tags were discussed and the need to remind new members where they get theirs and that they are theirs to keep. Pat noted that ES is running low on lanyards, initially purchased for the 20th anniversary celebration. She will report back to the board on the cost of new lanyards.

**TREASURER'S REPORT (4th quarter financial reports attached).** John reviewed the year -to-date Operations Report #12 and Balance Sheet Report #4. The report noted that while ES was over budget by \$500 it was also over income by approximately \$1,100. The Board gave unanimous approval to the reports which are then sent to the University to fulfill a requirement in the MOU. John will reinvest the CD which comes due October 27, 2014 at the 9 month rate because of the excessively low interest rates CDs are receiving.

### **UNFINISHED BUSINESS**

**Appointment of Subcommittee to Review MOU.** The Administration Committee had a two member subcommittee which developed a revised version of the MOU and provided it to Susan Knick on August 22. No reply has been received to date.

**UMW's Installation of Cable Protectors on the Floor.** Bill Toomey reported that the job was completed. Chuck moved to close this item. It was seconded and unanimously approved.

### **NEW BUSINESS.**

**Recommendations for Revisions to Policy & Procedures Section A.** The earliest that a revised Section A could be approved by the Membership would be at the March 2015 General Membership Meeting. The Board will have the ability to take action on this at either the December 2014 or the March 2015 Board meeting depending on the progress of the subcommittee.

**Honorary Membership in ElderStudy.** The Membership Committee has been working on this. The Teaching Faculty and the Administration Faculty are eligible for honorary membership but the classified staff is not eligible. MC has met with the UMW Human Resource (HR) and has a contact person, Chris Daragan. Bill Toomey reminded MC to copy Susan Knick on all correspondences with HR. It was agreed that no change to the policy is needed.

**Other.** Bill Toomey was asked by a UMW person to see if the honorarium awarded to the UMW Art Gallery could be used to supplement the funds in an endowment set up in Thomas Somma's name that was initially to be used for acquisitions of art works and is now, approved by his widow, going to be used for scholarships. There were no objections to this proposal and the Board unanimously agreed that no action need be taken.

The meeting adjourned at 11:10 a.m.

**DRAFT**

**DRAFT**

**DRAFT**

Randy Fennemore, Secretary

Date approved: \_\_\_\_\_