

Membership Committee Meeting Minutes

Wednesday, November 18, 2015

Chairperson Pat Parkinson welcomed everyone to the meeting. There were 13 members in attendance.

Old Business

Review of Appendix G of the Policies and Procedures Manual has been postponed until a subcommittee can meet to draft recommended changes. This subcommittee will consist of Pat Parkinson, Carolyn Sulima, Peggy Gratz, Connie Brady and Donna Lewis. The subcommittee will meet one hour before the February Membership Committee meeting (date to be determined.) If you have any recommendations for revisions, please send them to a subcommittee member prior to this meeting.

Volunteer opportunities: Jack Sulima volunteered to organize the classroom bulletin board. Dottie Meyers volunteered to replace John Parkinson as bookkeeper for the Membership Committee.

Let the minutes reflect that a subcommittee placed calls to all members who had not renewed their membership by late August, reminding them to renew by September 12 in order to benefit from the reduced membership rate.

We were reminded that our organization's official name is **Mary Washington ElderStudy**. While we have an affiliation with UMW we are not the University's program. All external communications should use the organization's proper name.

New Business

Events' Entertainment Survey: Attached to the hard copy of the minutes is a tabulation of the survey results regarding live vs recorded music at our luncheons. The Membership Committee had previously decided that the holiday luncheon would use recorded music. Eugenia Jones reported that Lake of the Woods will provide recorded music for our event. Following this event, we will examine how to move forward with the spring luncheon.

Surplus Funds: Since refreshments for our October General Membership were donated, we have an excess of budgeted funds for that line item. That money will remain in the Membership Committee's budget. At the end of the year, any excess funds will be returned to the general fund.

Reports from

Secretary: The minutes were discussed and approved as posted.

Social: Eugenia Jones reported that 71 people were signed up for the holiday luncheon. She will ask Alan Zirkle to send out one more reminder prior to her deadline. Eugenia will check on the availability of a microphone at Lake of the Woods. As previously stated, recorded music has been arranged.

Name Tags: Carolyn Sulima reported that all permanent name tags are now in. 13 individuals or couples have been contacted by Alan to pick up their name tags. Carolyn will mail those remaining.

Outreach/Publicity: Peggy Verdine would like to update the power point prior to the Art of Aging program which is scheduled for Wednesday, June 8, 2016.

Cards and Remembrances: Peggy Gratz has been very busy making calls, sending notes and checking on our members who have suffered illness, injury, surgery or loss. She will create a line to go in all newsletters encouraging members to let her know when someone is in need.

Membership Roster: We currently have 228 members (227 according to John Thompson.) Last year, at the end of the year, we had 259.

New Member Packets: All packets have been delivered.

Website Update: John Parkinson has continued to post updates and agendas.

Voice Mail: Nancy Neil reports that our voice mail has been receiving very few calls.

Membership Events Alerts: Alan Zirkle does a commendable job keeping our members notified of upcoming events.

Newsletter: Dottie Meyers will begin to put the newsletter together starting November 27 with a goal of getting it to the printer by November 30. All items for inclusion should be to Dottie by 11/27.

The next meeting of the Membership Committee will be rescheduled from the February 24 advertised date. Watch for an email from Pat regarding the new meeting date and time. The P & P subcommittee will meet one hour preceding this meeting. (Could someone please act as secretary at the February meeting since I will be out of town?)

Donna Lewis, Membership Secretary