

**MARY WASHINGTON ELDERSTUDY
BOARD OF DIRECTORS
MINUTES OF QUARTERLY MEETING, WOODARD HALL
June 5, 2013**

The Mary Washington ElderStudy Board of Directors' quarterly meeting was held in Woodard Hall June 5, 2013. President Phil Hall called the meeting to order at 10:01 a.m. Other Board members present were Mary Ann Stana (Vice President), John Thompson (Treasurer and Administration Committee Chair), Bill Toomey, Chuck Watkins, Bill Wemmerus (Curriculum Committee Chair), Suzanne Willis (Membership Committee Chair), Eugenia Jones, Larry Turner, and Dennis Van Derlaske. Also in attendance were Board-member-elect Randy Fennemore, her husband, Charlie, Peg Johnson, and Dot Meyers, Acting Secretary.

John moved to approve the March 5, 2013 minutes as corrected. The motion passed.

STANDING COMMITTEE REPORTS

Administration Committee (report attached). At its May 29 meeting, the Committee approved the Treasurer's preliminary reports, with any necessary updates, for presentation to the Board at its June 5 meeting. Anne McGrath submitted copies of the *Policies and Procedures* for distribution at that Board meeting. This document includes recent Membership Committee Appendix G changes made after the initial printing. It was decided that committees should revise their respective Appendices when necessary and provide copies for the ElderStudy master file. The Committee recommended formally revising the document only once a year (most likely when new Directors join the Board).

Turning to new business, the Committee recommended four items for Board approval: (1) keep the 2013-14 Membership Fee schedule the same as 2012-13; (2) base the 2013-14 proposed budget on a 65% renewal rate, a 20% renewal incentive, and 55 new members; (3) use the estimated \$2,400 in 2012-13 excess funds for grants; and (4) nominate John Thompson for 2013-14 Administration Committee Chairman. The next Committee meeting is tentatively scheduled for August 27 at 1 p.m. in Woodard Hall, pending availability of Room 1 or 2.

Curriculum Committee. Bill Wemmerus reported that 37 programs, excluding the Book Club meetings, are scheduled for the fall.

Membership Committee. Suzanne Willis announced that the next two Committee meetings will be August 28 and November 20 at 1:30 p.m. at the Central Rappahannock Regional Library.

TREASURER'S REPORT

John distributed the 2012-13 Year-to-Date Operations Report #9 and 3rd Quarter Balance Sheet (attached). Based on the Board's decision in March, the money from the Certificate of Deposit that matured in May was put in the checking account for classroom contingency planning.

UNFINISHED BUSINESS

20th Anniversary Celebration (report attached). Mary Ann Stana summarized the festivities of the May 16 potluck luncheon. More than 80 people attended the event, including 9 founders. Larry Glassco shared interesting, humorous insights about the organization's beginnings. Peg Johnson read a letter from Dr. Stanley Groppel, a UMW Dean Emeritus, who was instrumental in ElderStudy's founding. Attendees regarded the celebration as a success.

Policies and Procedures. Copies of this new document were distributed to the Board members. As noted earlier, it includes the latest revisions to the Membership Committee's Appendix G.

New Meeting Room. Bill Toomey reported on ElderStudy's new location at UMW's Stafford campus. The spacious room is ready for the first class and includes the podium from the Chandler Hall classroom. A new touch system for the computer should improve the audio-visuals. Parking is plentiful. UMW's Susan Knick has suggested holding an Open House in late August to familiarize members with the new location. No action was taken on this matter.

NEW BUSINESS

2013-14 Membership Fees (attached). Suzanne's motion to keep the 2013-14 membership fees the same as last year was seconded and approved.

2013-14 Operating Budget (attached). Bill Wemmerus' motion to accept the proposed 2013-14 operating budget was seconded and approved.

Recommended Grants from Excess 2012-13 Funds (attached). The Board decided to donate \$200, not \$250, to the Great Lives Series. Mary Anne's motion to accept the recommended grants distribution with this change was seconded and approved. The total amount to be distributed is \$2,240. John will issue the checks in July.

2013-14 Committee Chairpersons. The Board approved the Administration Committee's recommendation to have John Thompson continue as Committee Chairperson. Action on the Curriculum and Membership Committee Chairpersons was deferred until the September 4 Board meeting when those Committees will provide their respective recommendations.

Nomination/Election of Officers. The Nominating Committee forgot to identify nominees for officers, so no election was held. After discussion, Bill Wemmerus moved to have the current officers remain in office through the September 4 Board meeting so a slate can be presented and voted upon. The motion was seconded and approved. Vice President Mary Anne Stana will lead that meeting in Phil Hall's absence.

Other. Bill Toomey brought up two issues. One was whether to arrange for a dedicated parking space for any professor who drives to the Stafford campus to make ElderStudy presentations. The second was the question of ElderStudy's liability if a sponsor who drives a professor to the campus has an accident. This brought up the fact that ElderStudy has no liability or any other insurance whatsoever. It may be necessary to seek legal opinion about this matter. Discussions on these issues will continue at the September 4 Board meeting.

The meeting adjourned at 11:47 a.m.

Dot Meyers, Acting Secretary

Date Approved: _____