

Approved September 2, 2015

**MARY WASHINGTON ELDERSTUDY
BOARD OF DIRECTORS
MINUTES OF QUARTERLY MEETING
UMW Stafford Campus, South Building, LLC (SC210S) June 3, 2015**

The Mary Washington ElderStudy (ES) Board of Directors quarterly meeting was held at the UMW Stafford Campus on June 3, 2015. President Chuck Watkins called the meeting to order at 10:00 a.m. by welcoming newly elected Board members Jack Allison, Chuck Johnson (Curriculum Committee Chair) and Rose Wesson. Other Board members present were Barbara Barrett (Vice President), Randy Fennemore (Secretary), John Thompson (Treasurer and Administration Committee Chair), Peggy Gratz, Phil Hall, Donna Lewis (Acting Membership Committee Chair), Bill Wemmerus, and Mel Wright. Others attending were Sara Fartro, Charlie Fennemore and Dottie Meyers (Newsletter Editor). Absent were Pat Parkinson (Membership Committee Chair) and Bill Toomey (immediate past president).

John moved that the minutes of the Board's March 4, 2015 Meeting be approved as posted. Mel seconded. Approval was unanimous.

STANDING COMMITTEE REPORTS

Administration Committee (AC report attached) John provided the Board with an overview of the discussions conducted during the AC May 27, 2015 Meeting. Subjects discussed included preliminary 3Q financial reports, a proposed budget for 2015-2016 together with potential membership fees, a proposal for Yearend Grants, a recommendation for 2015-2016 Committee Chair, and proposed revisions to the Policy & Procedures Document (PPD). Most of these discussions resulted in AC Recommendations to be presented under New Business for Board approval. The AC recommended John as the 2015-2016 AC Chair but noted that a new Chair would be needed in 2016-2017. The next meeting of the AC will be August 25th at 1 PM in the LLC.

Curriculum Committee (CC) Chuck Johnson announced that 39 classes for Fall 2015 have been scheduled. This includes neither the Book Group nor the Genealogy Group. Bill Wemmerus will chair the August 2015 CC meeting when the scheduling for the Spring 2016 semester begins. Chuck J. thanked Charlie Fennemore for documenting the program sponsors' duties that are posted on the ES Bulletin Board and will soon be posted on the ES Website.

Membership Committee (MC) Donna, serving as the Acting Chair, reported on the MC April meeting to make recommendations for the budget. The MC selected Pat Parkinson as the Chair for 2015-2016. The May Luncheon was a success. With regards to ES members taking UMW classes, changes have been proposed to the PPD and brochure will be updated.

Treasurer's Report John presented the Operations Report and the Balance Sheet financial reports for the 3rd Quarter; no issues of concern were apparent. It was noted the 2014-2015 membership was above expectations. CDs maturing this summer will need to be reinvested in late June and late July. The Board approved the quarterly Financial Reports for posting on the ES website and for release to the University MOU Representative.

OLD BUSINESS None

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NEW BUSINESS

Election of Officers for 2015-2016 Barbara gave the Nominating Committee selections for officers: President: Chuck Watkins; Vice-President: Mel Wright; Secretary: Randy Fennemore; Treasurer: John Thompson. The slate was unanimously approved by the Board. Chuck W. thanked the Board members whose terms were expiring for their service.

Committee Chair Recommendations Membership: Pat Parkinson; Administration: John Thompson; Curriculum: Chuck Johnson. Unanimous approval was given by Board.

2015-2016 Budget John presented the AC recommendation regarding expense budget and the recommended membership fee structure. The proposed budget was slightly lower than the 2014-2015 Revised Budget. The recommended membership fee structure was based on individual memberships which included a September 12th renewing member discount deadline date. Couples may still use one membership form. The Board unanimously approved the budget and the new membership fee structure.

Distribution of Excess Funds John presented the AC recommendation relative to distribution of excess funds. This recommendation addresses grants to 11 UMW Academic Departments whose faculty presented 22 programs during the year as well as a donation to the UMW Great Lives Series. The total recommended grants were \$2,700. The Board voted unanimously to approve.

Policy and Procedures Document (PPD) John presented the Board with a list of 10 revisions or additions to the PPD 2014. Four of the recommended revisions required Board Approval. VOTE: Board unanimously approved the 4 recommended changes. The 6 informational items included 4 editorial changes in the Appendices together with a new Appendix H on ES Financial Practices Tutorial and a new Subject Index. Chuck W. thanked John and the AC for all the work involved.

Entertainment for Luncheons Chuck W. asked for input on the type of entertainment for ES Luncheons. It was decided to discuss this matter at the ES General Membership Meeting in October. The MC will be in charge of making the final decisions and implementations.

ANNOUNCEMENTS Dottie announced the book list for the Fall 2015 Book Group and Chuck W. will put the list on the website. For the newsletter to come out the first of August, Dottie needs information to be included to be sent to her by mid July, no later than July 20th.

John reminded the Board to be looking for candidates for treasurer and chair of the AC for 2016-2017.

Bill thanked the Board for the opportunity to serve. Chuck W. thanked Bill for his many years of service to the CC and to the Board. Chuck W. also thanked the Board for their service this past year.

The meeting adjourned 11:05 a.m.

Randy Fennemore, Secretary

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