Board and Officers Present: Tom Kenyon, Betty Jean Craige, Margaret Anderson, Cheryl Copeland, John Songster, Randall Abney, Rich Cary, Helen Epps, Richard Lynch, June Mazur, Jill Read, Don Schneider, Les Shindelman, Nancy Songster, Katy Crapo

Board and Officers Absent: Joseph Harris, Carol Kurtz

Also Present: Nancy Grayson, co-chair of the Curriculum Committee

President Kenyon called the meeting to order at 8:55 a.m. at the First Athens Bank on Hancock Street.

Minutes: Ms. Copeland made a motion, seconded by Ms. Craige, that the Minutes from the June 9, 2014 Board meeting be approved. The motion was adopted.

President’s Report: President Kenyon presented the State of OLLI@UGA and then reviewed the responsibilities of the LIR/OLLI@UGA Board of Directors. He reviewed the duties of the Executive Director and the new OLLI@UGA organizational chart showing the various standing committees and where they report. The committees that produce so-called “deliverables” such as courses, SIGs, travel-study, membership and membership services, and newsletter, etc. report to the Executive Director. Those committees that involve money, planning, nominating, outreach, and communications report directly to the Board of Directors this year.

Treasurer’s Report: Mr. Songster explained the year-end figures for FY 2013-2014. Despite record revenues of $327,501, OLLI@UGA will post a small deficit for FY 2013-2014 compared to the $5,155 budget surplus predicted at the start of the year. He explained that reserves will cover this deficit, although we should always strive to stay within budget. For 2013-14 he reported great gains in budget management. He said that we have needs in a) tightened planning and execution; b) more reliable forecasting; c) better cash management, and d) restoration of reserve position.

He reviewed the 2014-2015 Budget that calls for $384,798.00. Since this budget was adopted however, it has become evident that additional monies in the amount of $11,500.00 will be needed to fully implement the CRAM/Avectra system.

1. He moved, seconded by Mr. Schneider, that the Executive Committee unanimously recommends that the OLLI@UGA budget be amended to reflect the following additional project expenses. These items are directly related to the implementation of the Avectra software:

   Additional hours for Bookkeeper to provide information for CRAM implementation          $ 500.00
   Additional temporary, part-time staffing for office coverage through fall 2014            $2,500.00
   Second half of CampusCE fee for FY 2014-15, as we may have to pay full annual
   fee of $8,000.00)                                                                    $3,500.00
   Total                                                                            $6,500.00

   The motion was adopted.

2. Mr. Shindelman moved, seconded by Mr. Abney that the Board authorize $5,000.00 for potential consulting fees for the CRAM software system to be paid from the Reserve Fund.

   The motion was adopted.
The 2014-2015 Budget, as amended at this meeting, now has a deficit of $5,869.00. In conclusion, Mr. Songster said that the Finance Committee will review the FY 2013-2014 budget performance to determine whether the current year budget may require amending.

Executive Director’s Report: Ms. Crapo reported that the CRAM system installation is on task. Zu Reuter is now serving as Systems Administrator and is finalizing the member data export and has also completed a first draft of our web page. Ms. Crapo continued that as planned on July 1st, Shelly became a 75% temporary, non-benefits eligible UGA staff member. Ms. Crapo reminded officers and committee chairs to use the UPS Store on Epps Bridge and Barnett Shoals Road for their copying needs. She gave an overview of the standing committees that now report to her. As of June 30, 2014, membership stood at 1264 members, compared to 1073 members as of June 30, 2013.

Old Business:

1. Parking Costs: President Kenyon said that Mr. Songster and Mr. Lynch were finalizing an evaluation that builds a case for reduced parking costs or alternatively a different kind of fee structure. When completed, they will submit this proposal to the appropriate officials at UGA. Win or lose, the answer to this proposal will be the last effort on our part to reduce parking costs for our members.

2. Communication Ad Hoc Committee: President Kenyon reported on the work of this Ad Hoc Committee. The committee members have now: a) developed guidelines and a purpose for a standing committee on communications; b) identified our clients and publics; c) established goals; d) analyzed the tools available, and e) reviewed possible new communication areas, methods and protocols that could be developed. At present, members of the communication committee are being appointed.

3. 20th Anniversary Committee. President Kenyon said that he had appointed Katy O'Shea as chair and that we have already kicked-off the anniversary year with the three free July courses. The theme of the 20th anniversary shall be volunteers.

4. Policies and Procedures: The manual will be completed during the first quarter of this 2014-2015 year. Ms. Craige has agreed to collate the manual.

New Business:

1. Long Range Plan: President Kenyon reviewed the progress on meeting the objectives of the Long Range Plan. There will be an all-day January Board of Directors retreat to review the progress and set new goals for the remainder of 2014-2015.

Other Business:

1. Mr. Abney said that a situation/problem had developed with the UGA Speech & Hearing Clinic. They want to support OLLI@UGA and would agree to the terms of the sponsorship agreement, but are prohibited from being a “sponsor”. He has accepted them as an advertiser, but wanted to know the tax implications for OLLI. The Marketing Development Committee will bring a proposal to the August Board meeting to address our sponsorship policy to see whether we can also allow (in some cases) taxable (for us) advertising.

2. Ms. Copeland reminded officers and Board members that they should notify her if they cannot attend a Board meeting.

There being no further business, the meeting was adjourned at 11:55 a.m.