Board and Officers Present: Tom Kenyon, Betty Jean Craige, Margaret Anderson, Cheryl Copeland, John Songster, Randall Abney, Rich Cary, Sandy Clark, Joseph Harris, Richard Lynch, Jill Read, Don Schneider, Les Shindelman, Nancy Songster, and Katy Crapo.

Others Present: Dr. Jack Parish

The meeting was called to order at 1:05 p.m.

Minutes: Ms. Copeland made a motion, seconded by Mr. Lynch, “that the Minutes from the April 13, 2015 Board meeting be approved.” Motion adopted.

Treasurer’s Report: Mr. Songster presented the April financial statement. He said that the YTD total revenues reached $386,813. He forecast by June 30th total revenue would be $403,663. Total YTD expenses stand at $340,572. He forecast by June 30th total expenses would be $381,596. YTD Net Ordinary Revenue is $35,241 with a forecast of $22,567 by June 30th. The Fanning Institute expense should show up as a liability of the May statement.

Executive Director’s Report: Ms. Crapo reported that as of March 31, 2015, we have 1372 members of which 1302 are Athens members including 55 Madison members, and 70 members from Washington Chapter.

She reported that she is in the process of finalizing the renewal process with Abila. There are about 164 course applications that have been received for the fall semester. She noted that Anita Latimer, the President of Washington Chapter, would be attending our July Board meeting.

Old Business:

1. OLLI@UGA & Washington Chapter MOA. Ms. Crapo reviewed the updated MOA.

Ms. Craige moved, seconded by Ms. Copeland, that “the OLLI@UGA and Washington Chapter Memorandum of Agreement be approved.” Motion adopted.

2. SIG Membership Policy and SIG Financial Policy: Ms. Crapo reviewed these two new SIG policies.

Mr. Songster moved, seconded by Mr. Cary, that “the SIG Membership Policy be adopted as written.” Motion adopted. The adopted policy is:

   “In view of the administrative support that OLLI provides Special Interest Groups (SIGs) through OLLI Online and office staff time: 1) SIGs are open only to OLLI members, except in extraordinary circumstances, and 2) SIG leaders are responsible for ensuring that their members have paid their dues.

   NOTE: Allowing non-OLLI@UGA members to belong to and participate in SIGs places restrictions on the extent to which financial support can be extended if we are to uphold our fiduciary responsibility to dues paying members.”

Mr. Songster moved, seconded by Ms. Craige, that the SIG Financial Support Policy be adopted as written.” Motion adopted. The adopted policy is:
“Generally, SIGs will be independently responsible for managing their group activities and financial transactions. Whenever OLLI@UGA bank accounts and accounting records are used, restrictions may apply to the disposition of funds received on behalf of a SIG. Whenever it is anticipated that funds will be handled by OLLI@UGA on behalf of a SIG, adherence to all financial policies and procedures is required, including budgets for events. OLLI@UGA will incur no long-term liability resulting from a SIG activity or relationship. OLLI@UGA will provide the following services to a SIG when properly coordinated and approved by the Executive Director.

1. Segregated accounts in the OLLI@UGA accounting software;
2. Ticket sales for SIG events;
3. Payment of invoices and reimbursements in accordance with OLLI@UGA accounting procedures (not to exceed SIG funds available)

The OLLI@UGA accounting record constitutes the official and final record of funds available.”

3. **OLLI Follies Report:** Ms. Read said that there were about 743 attendees at the May 1st & 2nd performances. Over 100 people were involved in the production as either cast or crew. The cost was a little under $7500. Ms. Read said that we even got some new members as cast or crew. Ms. Crapo said that the Follies were a tremendous community outreach success. Mr. Shindelman said that the Follies received excellent media coverage.

4. **Annual Meeting:** President Kenyon said that the Annual Meeting will be held on Friday, May 15, 2015. The business meeting is planned to run under one hour. Ms. Crapo said that the quorum would be 69 members.

**New Business:**

1. **OLLI@UGA Staff Salary Increase for FY 2015-2016:** Ms. Copeland explained Dr. Jack Parish’s recommendation that the Executive Committee had approved.

She moved, seconded by Ms. Craigie, that “in accordance with the Bylaws Article 8.4 that the Board of Directors ratify the action of the Executive Committee to approve a 5% pay raise plus increased cost of benefits for Katy Crapo and Zu Reuter as recommended by Dr. Jack Parish.” Motion adopted.

2. **LIR Payroll Account:** Mr. Songster explained the need for an LIR Account both to deal with one existing temporary UGA employee (who may not continue in that status) and in anticipation of the Fanning Institute report.

He moved, seconded by Mr. Abney, that “LIR establish a payroll account in anticipation of the staffing study report.” Motion adopted.

3. **Nominating Committee Report:** Ms. Craigie announced that Penny Oldfather and Jim Marshall had agreed to serve as the new co-chairs of the Curriculum Committee.

She moved, seconded by Ms. Copeland that Penny Oldfather and Jim Marshall be approved as the 2015-2016 Curriculum Co-Chairs.” Motion adopted.

4. **Travel-Study Committee Policy Recommendation of April 22, 2015 regarding the Road Scholar Tour Operator:** Don Schneider presented the recommended policy of the committee.
He moved, seconded by Ms. Songster, that “the Board approves the recommended policy.” Ms. Craige moved to amend the motion, seconded by Mr. Lynch, to reword the policy so it would read:

In every instance of offering a trip to OLLI@UGA members, OLLI@UGA should receive and retain an appropriate class fee.

If registration reaches goals for rebates or donations from a travel company, OLLI should keep half the donation or rebate and distribute the remainder equally among the participants.

If an OLLI@UGA member or OLLI@UGA member guest has registered for an OLLI trip and not paid the OLLI class fee portion, the class fee will be deducted from any rebate to that participant.”

The motion to amend was adopted. Mr. Schneider moved, seconded by Ms. Clark, that “the motion as amended be adopted.” Motion adopted.

5. Opera in Athens SIG Report: Ms. Songster reported on the 2014-2015 Scholarship Fund. She said that this SIG had raised $13,900 for scholarship awards to UGA opera students.

There being no further business, the meeting was adjourned at 3:05 p.m.