

**MARY WASHINGTON ELDERSTUDY
MEMBERSHIP COMMITTEE MINUTES
WEDNESDAY, FEBRUARY 28, 2018**

WELCOME AND INTRODUCTIONS:

Call to Order: Jack Sulima called the meeting to order at 11:00

Present: John Thompson, Joe Alfred, Dottie Meyers, Susanne Lazanov, Chuck Watkins, Connie Brady, Peggy Gratz, Eugenia Jones

Approval of Minutes from November 29, 2017: A motion was made by Chuck Watkins to approve the minutes. Dottie Meyers seconded the motion and the motion was approved.

OLD BUSINESS:

Holiday Luncheon Wrap-Up: The Holiday Luncheon was held at Gari Melchers Studio and Pavilion. There were 114 people who attended, the highest level in recent years. Overall, the feedback was very positive. The venue was beautiful and everyone enjoyed the food. It was very crowded so it took a long time for the meals to be served. The entertainment was scheduled for 1:00 but had to be delayed for 20 minutes because everyone had not been served. In the future, we may consider extending the time to eat from one hour to 1 ½ hours. It was also suggested that we increase the number of wait staff.

A special thanks to Eugenia Jones, Michelle Esbenshade and Carolyn Sulima for their coordination.

Distribution of Name Tags: There was discussion about mailing out the permanent name tags to all new members, instead of collecting them in the classroom for members to pick up. Carolyn Sulima and Suzanne Lazanov explained how they handle temporary and permanent tags and everyone agreed that mailing them out would be too expensive. The general consensus was that we continue with the current process.

NEW BUSINESS

Additional Membership Meeting Needed: Donna Lewis proposed that we meet before our next Membership Meeting, scheduled for May 30, in order to develop our budget for the coming year, make changes to the Policies and Procedures, and final planning for the 25th Anniversary Luncheon. It was agreed that we would meet at 10:00 am on Thursday, April 12. We will decide at that time whether it is necessary to meet again on May 30. John Thompson would like to have all proposed budget information by May 11.

Free Membership in ElderStudy for Retiring Full Time Professors: In order to make clear that free membership in ElderStudy is only offered to retiring full-time faculty, not adjunct professors, John Thompson suggested that we modify the Membership Form to clarify this membership category. Everyone agreed that this would help to avoid confusion in the future.

Policies and Procedures: Everyone was asked to read the Membership Committee Section G and Appendix G of the Policies and Procedures. Please be prepared to make recommended changes at the April 12 Meeting. John Thompson would like to have all proposed changes to the Policies and Procedures Manual by June 30.

REPORTS

Bookkeeping: Please send in any receipts or expenses to Bryn Pavek for payment. Be sure to share the amounts with Donna Lewis.

Bulletin Board/White Board: Connie Brady will be posting the February Newsletter on the Bulletin Board.

ElderStudy Voice Mail: Connie Brady directs all voice mail calls to the ElderStudy website. On average, there is one phone call every three weeks.

Membership Roster: Currently, ElderStudy has 316 members. Last year at this time, there were 300 members. We are averaging approximately 70 new members each year. Alan Zirkle is the back-up for the Membership Roster.

New Member Packets: Susanne Lazanov reported that the New Member Packets are going smoothly.

Newsletter: The deadline for the April Newsletter is March 23. If anyone is interested in taking over the Newsletter from Dottie Meyers, please let her know.

Remembrances: Peggy Gratz called or sent out Get Well Cards to the following members: Dottie Meyers, Nancy Hanson, Marion Dawgert for Stanley's surgery, Michelle Esbenshade and Jack Sulima. A sympathy card was sent to the family of ElderStudy member Kenneth Petit upon his death.

Reservations/Name Tags: The form for the Spring Luncheon will be included in the April Newsletter.

Social: General Membership Meeting will be on Wednesday. Refreshments for the Meeting have been ordered from Sodexo.

The Spring Luncheon will be held on Thursday, May 24 at Spotswood Baptist Church. We will be celebrating our 25th Anniversary.

The Holiday Luncheon will be on Thursday, December 6. We have sent a deposit to hold the Gari Melchers Studio and Pavilion but we will continue to search for other possible locations that can accommodate more people. We have until October 5 to cancel our reservation and still be refunded 100% of our deposit.

Website: Our two year domain name renewal is due this year. Chuck Watkins will be sending the website host a check.

25th ANNIVERSARY

Dottie Meyers reported that the framing of the Proclamation from the Governor is almost complete and will be ready to be presented at the General Membership Meeting on March 21.

An article about the ElderStudy 25th Anniversary, submitted by Donna Lewis, was published in The Free Lance Star. It has been posted on the bulletin board.

Joe Alfred has assembled a slide show highlighting the last 25years of ElderStudy. He will present it at the Spring Luncheon in lieu of musical entertainment.

Carolyn and Jack Sulima are working on a song celebrating our 25 years.

It was agreed that since the UMW President and our Liaison were invited to the Holiday Party, it would not be necessary to invite them to the Spring Luncheon.

A draft of the Invitation to Charter Members was circulated. One minor change was made. There were no volunteers to print and mail out the invitations.

Adjourned: The meeting was adjourned at 12:00.

IMPORTANT DATES:

Wednesday, March 21 – General Membership Meeting and Refreshments

Wednesday, March 23 - .Deadline for April Newsletter:

Wednesday, April 12 – 10:00 am - Membership Meeting to discuss 2018 Budget, Policies and Procedures and Spring Luncheon.

Thursday, May 24 – Spring Luncheon and 25th Anniversary Party – 11:30 am