

**ELDERSTUDY MEMBERSHIP COMMITTEE MINUTES**  
**WEDNESDAY, APRIL 5, 2017**  
**LOCATION: UMW STAFFORD CAMPUS/LLC**

**WELCOME AND INTRODUCTIONS:**

**Call to Order:**

Chair Donna Lewis called the Meeting to order at 10:00 am.

**Present:** Peggy Gratz, Eugenia Jones, Nancy Neil, Jack Sulima, Dottie Meyers, Chuck Watkins, Connie Brady

**Approval of Minutes from Wednesday, January 18, 2017:** A motion was made by Peggy Gratz to approve the minutes. Jack Sulima seconded the motion and the motion was approved.

**Thank you:** Donna Lewis thanked Jack Sulima for chairing the January Membership Meeting.

Donna Lewis also thanked Alan Zirkle for his efforts on the Membership Committee's behalf to communicate our announcements to the general membership. Jack Sulima is now serving in that capacity.

**REPORTS**

**Bulletin Board/White Board:** The boards look great. Connie Brady will save all receipts.

**Voice Mail:** After discussions about whether to maintain the ElderStudy voice mail, the Board of Directors has decided to keep the line. There was no activity during the months of January through March. There are usually approximately twelve calls per year from members. The voice mail is used to communicate schedule changes and for general information. Sherrill Bartholomew notifies all members without email of any schedule changes. Nancy Neil will check the voice mail for messages every Monday. The Curriculum Committee does not want to use the voice mail for curriculum changes.

**Membership Roster:** Jack Sulima reported that ElderStudy currently has 300 members.

**New Member Packets:** No update.

**Newsletter:** The Newsletter was mailed out April 4. It was put onto the web last week. Fifty-two newsletters were mailed. \$25.48 was spent for postage and \$38 was spent for printing. More money is normally spent on the August, October and December mailings. The deadline for the August newsletter is July 20.

Outreach/Publicity/Rack Cards: Peggy Verdine spoke to The Fredericksburg Women's Forum in March. She will represent ElderStudy at The Art of Aging at the Expo Center in June. Donna Lewis spoke to the Newcomers and Old Friends. Chuck Watkins will speak at The Regency at Chancellorsville in April. The Masons have invited Donna Lewis to speak on May 25. The Rack Cards were reviewed. They are current and do not require any changes at this time.

Remembrances: Peggy Gratz sent get well wishes to Michelle Esbenshade, Dottie Meyers, Margaretta Williamson, JoAnn Schrass (David Hill). Condolence cards were sent to Ellen Brown, Rosemarie Schlemm, Barbara Adam and JoAnn Schrass. Flowers were also sent to the family of David Hill.

Reservations/Name Tags: Carolyn Sulima will order 25 extra pins for the name tags.

Website: Chuck Watkins stated that all web activity other than curriculum is maintained under elderstudy.com, hosted by Webs.com. The fee for this website has been paid through February 2018. The results are in from the Biennial Survey that was distributed to all members. Chuck will report on the results in the next newsletter.

ElderStudy Liaison: Peggy Gratz will update the letter that is sent to retiring faculty inviting them to become members.

## **OLD BUSINESS**

Annual End-of-Year Potluck Luncheon: Set up for the May 16 End-of-Year Potluck Luncheon will begin at 9:00 am. Spotswood Baptist Church will set up the tables and chairs. We will provide tablecloths, paper goods, plastic ware, coffee and punch. Jack Sulima will send an email to all members reminding them of the May 1 deadline to sign up for the luncheon and to wear their name tags to the luncheon.

11:30 - 12:00 – Gathering and Socializing

12:00 - Jack Allison will welcome all members. A prayer will be offered.

1:15 – 2:15 - Jack Allison will introduce Nashville Standard (Carolyn Sulima will provide Jack with introduction).

Outreach to New Members: Donna Lewis made up free passes for visitors to use if they were interested in visiting ElderStudy. Since no responses were received, we will discontinue the passes. Donna Lewis has contacted the Freelance Star to inquire about them doing an article about ElderStudy. Instead of trying to get feedback from people not renewing their memberships, we are instead going to put an article in the newsletter asking members for suggestions or improvements to our program. Feedback Forms will be available at the Annual End-of-Year Potluck Luncheon. Donna Lewis will find out who welcomes members who do not have email.

Update on alternate locations for Winter Luncheon: Carolyn Sulima will check with the Fredericksburg Country Club about availability for the Winter Luncheon. Peggy Gratz will check with the Old Silk Mill.

## **NEW BUSINESS**

Memorializing Members: We agreed that instead of sending flowers for deceased members, we will now send a \$50 charitable contribution to an organization chosen by the family. We will adjust our 2017-2018 budget to reflect this change.

ElderStudy Facebook Page: Keith Morgenheim has agreed to manage our Facebook Page. Last month, there were only 5 views. Keith will update the page to hopefully attract more viewers. He is going to do a retrospective of the year to let people know what they missed.

Program for General Membership: Ann McGrath has arranged for a speaker to present a one hour program on Social Networking at the October General Membership Meeting.

2017-2018 Membership Chairperson: Chuck Watkins recommended that Donna Lewis continue as the Membership Chair for the 2017-2018 Year. Everyone agreed.

Proposed 2017-2018 Budget: The 2017-2018 Membership Committee Budget is due to the Board on May 4, 2017. Donna Lewis will prepare the budget after receiving feedback from the committee.

Policies and Procedures: Donna asked all members to review their Policies and Procedures so that we can submit them to the Board by May 4, 2017.

25<sup>th</sup> ElderStudy Anniversary: A separate committee will be formed to plan for the anniversary celebration.

Board Member Elections: When election ballots are mailed to all members, a statement will be added to the ballot referencing the availability of the biographies in the newsletter and on the website

Adjourned: The meeting was adjourned at 12:00.

## **Important Dates:**

May 16 – Spring Luncheon at 11:30 am at Spotswood Baptist Church. Set up begins at 9:00 am

July 20 – Deadline for August Newsletter

August 20 – Next Membership Committee Meeting – **New Time: 10 am – noon**