

**MARY WASHINGTON ELDERSTUDY  
GENERAL MEMBERSHIP MEETING  
STAFFORD CAMPUS, SOUTH BUILDING G, ROOM 210  
March 27, 2018**

Jack Allison called the meeting to order at 10:14 AM. There were 50 people present including members of the Board of Directors (with the exception of Chuck Johnson) and Standing Committee Chairs thus providing a quorum. Bryn Pavek, Treasurer was also unable to attend.

John Thompson made a motion to approve the minutes of the October 18, 2017 GMM. The motion passed.

**STANDING COMMITTEE REPORTS**

**Administration Committee** – John Thompson Attachment A

**Curriculum Committee** – Joe Alfred Attachment B

**Membership Committee** – Donna Lewis Attachment C

**TREASURER’S REPORT** – Dottie Meyers Attachment D

**UNFINISHED BUSINESS**

Ballots for the BOD Election were counted. Congratulations to Barbara Kincaid, Keith Morgenheim and Michael Redding. They will serve from September 1, 2018 to August 31, 2021.

**NEW BUSINESS**

Donna Lewis obtained a Proclamation from former VA Governor Terry McAuliffe in honor of the 25<sup>th</sup> Anniversary of the Mary Washington ElderStudy Program. Dottie Meyers framed the Proclamation for hanging in the CLL Jack Allison read the Proclamation. Attachment E

John Thompson will be stepping down as Chair of the Administration Committee and a volunteer is needed to take over as Chair. Members were also encouraged to volunteer for other Standing Committees.

## **ANNOUNCEMENTS**

Spring Potluck Luncheon – May 24, 2018 11:30 AM      Spotswood Baptist Church

Board of Directors Meeting – June 6, 2018 10 AM – 12 PM

General Membership Meeting – October 17, 2018 11AM – 12:30 PM

The meeting adjourned – 10:56 AM

Kay McKinney, Secretary

Date Approved: October 17, 2018

## **Administration Committee Report**

### **General Membership Meeting**

**3/27/2018**

The Administration Committee is responsible for developing policies and plans for operating the ElderStudy organization, subject to approval by the Board of Directors. As part of its responsibilities, the Committee monitors the organization's finances and projects future needs. This Committee meets quarterly about a week prior to the Board of Directors meetings or when special circumstances dictate. Admin Committee membership is comprised of participants from the general membership, the Board officers, and the other Committee chairpersons.

The most recent meeting of the Administration Committee was held on February 28. The Treasurer provided a preliminary mid-year financial report; details will be provided to you later in this meeting.

Under Old Business, the Committee was informed that the search for a committee chair candidate (one-year term to begin September 1, 2018) has not yet identified any candidates. General membership assistance to identify potential candidates to fill this vacancy would be greatly appreciated.

Under New Business, the Committee issued the annual budget call for the ES 2018-2019 year; budget submissions are due to the Admin chair not later than May 10 so that a preliminary budget can be prepared for discussion at the May 30 Admin Meeting. A proposal for 2018-2019 membership fees will also be presented at the May 30 Committee meeting. The Committee recommended 2018-2019 budget and associated membership fee schedule will be presented to the Board of Directors on June 6 for their approval.

The annual review of the Policy & Procedures Document was also initiated at the February 28<sup>th</sup> meeting. Proposed changes to P & P are to be submitted to the Committee Chair by August 4 so that any proposed revisions may be discussed at the August 29 Committee Meeting and recommendations readied for Board review at its September 5 meeting. Suggestions are welcomed from all.

John Thompson, Admin Committee Chair

## **Curriculum Committee Report – Spring 2018**

Our spring 2018 semester is well underway and planning for fall 2018 is almost complete. Average attendance for the first 20 CLL programs for spring 2018 is 51.2 members and guests - up 3.6 from fall 2017. We have had seven programs with 60+ in attendance and another five between 50 and 60. We have scheduled 33 programs for fall 2018 including 5 Tours and 4 Book Groups. Our work-in-progress includes another 10 as yet unscheduled programs. For spring 2018, we are on track to spend \$3,150 out of a budget of \$3,750 for honorarium and donation fees, so we are under our budget forecast for 2017 – 2018.

Our next Curriculum Committee meeting is scheduled for March 15<sup>th</sup> at 1:00 pm. This will be the 3<sup>rd</sup> session for our sponsors to plan for the fall 2018 semester.

Mary Washington ElderStudy has planned 1,824 programs over 50 semesters from the fall of 1993 to the spring of 2018, for an average of 36.5 programs per semester.

Joe Alfred, Chair  
Curriculum Committee

## **Membership Committee Report**

### **General Membership Meeting**

**March 27, 2018**

We are pleased to report that ElderStudy is now 321 members strong. The committee's responsibilities to the membership include managing information and outreach. From sending Welcome Packets to our new members, publishing newsletters five times a year and managing our website to planning celebrations and keeping everyone in the know, the Membership Committee performs activities that are vital to our organization. With such responsibilities comes the need for more volunteers. Please consider joining us! Our next meeting is April 12, at 10 am.

Plans for the Spring Pot Luck Luncheon were reviewed. The luncheon will again be held at Spotswood Baptist Church on May 24, beginning at 11:30 am. Please check the April newsletter for information regarding what to bring and how to RSVP. The celebration of our 25<sup>th</sup> Anniversary will conclude with this event. A special slide show tracing ElderStudy's history (compiled by Joe Alfred) will be presented in lieu of entertainment. We hope to see you there!

Donna Lewis

Membership Committee Chairperson

## **Treasurer's Report to the Membership**

### **General Membership Meeting March 27, 2018**

The mid-year financial reports review show that ElderStudy has sufficient funds from Membership Fees to cover the approved 2017-2018 budget and for consideration of Year End Grants to University Departments whose faculty presented curriculum programs during the 2017-2018 year. The required Capital Reserve is intact. A recommendation regarding the grants will be addressed at the May Administrative Committee meeting and the June Board of Directors meeting.

In recognition of the 25<sup>th</sup> Anniversary of ElderStudy the Board approved one-time expenses for an additional scholarship to be awarded for the 2018-2019 Academic Year to an eligible student enrolled in the Bachelor of Liberal Studies (BLS) program, funds for the purchase of an American Flag for the ElderStudy classroom and to cover costs related to celebrating the 25<sup>th</sup> Anniversary at our two luncheon events. Additionally, an amount of \$462 was added to the membership committee budget due to purchasing a several year supply of lanyards for new member nametags. This amount is offset by additional membership fees.

I would also like to thank Dottie Meyers for agreeing to continue to be the “second set of eyes” for the monthly reconciliation and for reading today’s report as I am out of state visiting family.

Respectfully submitted,

Bryn Pavek, ElderStudy Treasurer

## CERTIFICATE of RECOGNITION

*By virtue of the authority vested by the Constitution of Virginia in the Governor of the Commonwealth of Virginia, there is hereby officially recognized:*

### **25<sup>TH</sup> ANNIVERSARY OF THE MARY WASHINGTON ELDERSTUDY PROGRAM**

**WHEREAS**, the Commonwealth of Virginia seeks to have engaged and educated citizens; and

**WHEREAS**, the Mary Washington ElderStudy program, founded in 1992, provides lifelong learning opportunities for senior residents of the greater Fredericksburg area; and

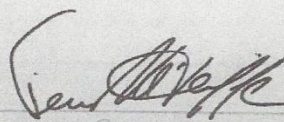
**WHEREAS**, more than 300 members benefit from an array of academic programs to stimulate continued learning; and

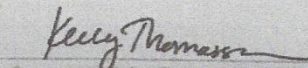
**WHEREAS**, helping others remain active and vibrant throughout their lives is a core value of the Mary Washington ElderStudy program; and

**WHEREAS**, the Commonwealth of Virginia is grateful for the Mary Washington ElderStudy program, and thanks all members of this all-volunteer organization who provide excellent services to citizens in the area;

**NOW, THEREFORE**, I, Terence R. McAuliffe, do hereby recognize the 25<sup>TH</sup> ANNIVERSARY OF THE MARY WASHINGTON ELDERSTUDY PROGRAM in our COMMONWEALTH OF VIRGINIA, and I call this observance to the attention of all our citizens.



  
Governor

  
Secretary of the Commonwealth