



MINUTES
ANNUAL MEMBERSHIP MEETING
April 3, 2017

The Meeting was called to order by co-President, Dennis DeFrain at 10:10 am in the LLL Center.

Nancy Wilson Smith, Secretary, noted that a quorum of 44 was present. See attached attendance list.

A motion was made by Jeff Young, seconded by John Boudreaux and unanimously approved the minutes from the April 4, 2016 Annual Meeting, as posted on the website.

RECOGNITIONS:

New Positions: Co-President, Phyllis Minsuk, recognized the new positions since last year's annual meeting:

- Barb Younker will be serving as Center Manager, overseeing all things relating to the center - e.g. supplies, scheduling, maintenance, and so forth.
- Nancy Wilson Smith is serving as team leader for the introducers of speakers at the MML and Premier Series, and Secretary to the Board.
- Susie Nee is team leader for the PC Reads group.

New Volunteers: The following, in attendance, have joined the LLL Team this year:

- Fred and Pam Williams
- Ann Abke
- Karen McFall
- Marlene Lenstra
- Ruth Clark
- Nancy Wilson Smith

Acknowledgements: Phyllis recognized each member in attendance and spoke of their valuable contributions. She also acknowledged the passing of two very important volunteers - Carol DeFrain and Beth Kramer.

ANNUAL SUMMARY OF PROGRAMMING - Dennis DeFrain reported on the number of attendees and number of classes, trips, lectures, and special programming. See attached for the summary.

TREASURER'S REPORT: Dennis DeFrain acknowledged the excellent work of the Treasurer, Ruth Shaffer. The LLL organization is in good shape financially. See attached for the summary of operating expenses, Income and Expenses and Reserve Fund.

LIFELONG LEARNING CENTER: Phyllis reported that the LLL organization couldn't be happier with the new center. All furniture has been purchased and installed, the new signage is displayed in the room, file cabinets are purchased, and are in the process of researching the best solution for improving acoustics in the room.

VOTE ON SLATE OF DIRECTORS: Nancy Wilson Smith read the slate of director nominees as follows:

Phyllis Minsuk
Dennis DeFrain
Nancy Wilson Smith
Ruth Shaffer
Emily Grotta
Jeanne Chasko
Mike Kramer
Lisa Greenhoot
Mary Gangl
Jeff Young
Don Simons

A motion was made by Les Minsuk, seconded by Esther Schatz and unanimously approved to elect these eleven individuals to serve on the Board of Directors.

REVIEW OF NEW POLICIES AND BYLAWS CHANGES: Mike Kramer reported that the Board approved amendments to the Bylaws which substitutes the name 'Board of Directors' for 'Leadership Committee' throughout. Also updated was the number of elected directors to the current eleven. These Bylaws are posted on the website.

In addition, at the February meeting, the Board officially codified policies that had been discussed over the past several months as related to organizational, administrative, and speaker policies. See attached for a copy of these policies.

Mike is currently working on a procedure/policy for records retention and a Recognition Program for volunteers. Contracts and who can make the commitment is another project Mike is pursuing.

DIRECTOR REPORTS:

a. Classes - Mary Gangl reported that all scheduled classes were filled and the new registration process made things go more smoothly. The Classes team is already working on classes for next year.

b. Trips - Lisa Greenhoot reported that the 16 trips were sold out, 7 being sold out in the first day. There will be 16 trips again next year. Lisa noted that they need a volunteer to supply each trip with water on the bus.

c. Special Programs - Phyllis Minsuk reported that the TED Talks, Sunday Series and PC Reads were all successful and will continue for the next season. The Center now has a book borrowing service with a sign out, like a library. The books are authored by the LLL speakers. If any group i.e. Class, trip, special event wants to make a white board of events to hang in the Center, please feel free to do so. The Great Decisions created such a white board and it was very colorful and fun. The next volunteer orientation for the 2017-2018 season will be in the fall.

d. Lectures - Dennis DeFrain reported that the vetting team for the next season is busy at work, narrowing down the list of potential speakers for the 16 MMLs and the 6 Premier Series. Dennis invited all to attend the meeting on Monday, April 10th at 10 am in the Center to vote on the speakers for next season.

e. Marketing - Emily Grotta demonstrated the resources available on website's 'team page'. She is working on a new design for the programs for next season. The registrations went well this year but always tweaking to make it even more effective and efficient. She asked for more volunteers who like to write, especially someone to write promotions and articles for the PC POST. Pat Ingalls developed a consistent style guide for the website and writing articles/promotions. Also, the team is in the process of creating a special logo for each of the LLL offerings - classes, trips, TED Talks, PC Reads, Sunday Series, etc.

f. Volunteers - Jeanne Chasko encouraged all to complete the volunteer sign up form. A list of all the opportunities is contained on a separate handout.

ADJOURNMENT: There being no further business, a motion was made, seconded and approved to adjourn the meeting.

NEXT MEETING: Annual meeting April 2, 2018, the first Monday following the last MML.

4/4/17



ANNUAL MEMBERSHIP MEETING
Monday, April 3, 2017

Attendance List

Ann Abke	Connie Armstrong
John Boudreaux	Renee Bruening
Marty Chambless	Jeanne Chasko
Ruth Clark	Judy Cowan
Dennis DeFrain	Sandy Donovan
Barb Fenster	Bill Fenster
Lisa Greenhoot	Emily Grotta
Linda Holland	Ted Ingalls
Diana Jakobs	Carole Korzilius
Phil Korzilius	Jo Lacaeyse
Linda LaTour	Cathy Lindstrom
Karen McFall	Les Minsuk
Phyllis Minsuk	Susie Nee
Bill Nee	Esther Schatz
Ruth Shaffer	Don Simons
Sue Smith	Nancy Wilson Smith
Jeff Young	Barbara Younker
Anna Thomas	Hermine Sulzberg
Pat Williams	Fred Williams
Priscilla Naworski	Mike Kramer
Mary Gangl	Shannon Tyree
Marlene Lenstra	Rosalie Pyle

4/4/17



A Very Good Year!

Yes, **Record Numbers** This Year - Again!

CLASSES

2017: 593 (21)

2016: 484 (24)

2015: 391 (18)

2014: 331 (18)

2013: 484 (19)

CLASSES

<u>Class</u>	<u>Number</u>	<u>Sessions</u>	<u>Total Attendance</u>
Ancient Cultures	1	1	72
Artisan Bread	2	2	30
Arizona History	1	2	39
Ballet: Romeo/Juliet	1	1	18
Bicycling	2	2	32
Birds of PC	1	1	38
Cacti	1	1	27
Civil War	1	4	85
Food Art	1	1	13
Great Decisions	4	32	88
Gift Baskets	1	1	10
Opera – Intro	1	1	11
Opera – Madame B.	1	1	19
Pasta	2	1	30
Social Security	1	1	25
Writing Workshop	1	1	5

TRIPS

2017: 563 (15 Trips)

2016: 490 (13 Trips)

2015: 375 (10 Trips)

2014: 151 (5 Trips)

2013: 232 (6 Trips)

Amazon: 32

Ballet (Romeo and Juliet): 21

Cars and Cows: 40

Federal Reserve: 25

Los Cedros: 54

Luke AFB (2 Trips): 50

Opera: 30

Organ Stop Pizza: 56

Phoenix Symphony: 30

Sedona Film Festival: 56

Verde Canyon Railroad: 40

Agritopia: 52

A Day in Tucson: 47

Grillin & Chillin at Wigway: 30

Monday Morning Lectures:

FBI (Lance Leising): 257	Debunking War Myths in AZ (Eduardo Pagan): 147
China (Norm Levine): 200	Separation of Mosque and State (Zuhdi Jasser): 325
Supreme Court (Paul Bender): 205	Hickman's Eggs (Sharman Hickman): 167
Medicare Fraud (Lauren Hanover): 98	Mars Rover (Ted Blank): 191
Cruising - History (Sherry Hutt): 122	Valley Fever (John Galgiani): 230
Drought in Arizona (Jeff and Einav): 167	Sky Harbor TSA (Brian Towle): 228
Robotics (Fred Lajvardi): 141	Marijuana for Medical Use (Sue Sisley): 181
Stem Cells (Ben Hurlburt): 276	Hooked on Heroin (Jacquee Petchel): 116

2016-17:	2,870 (Average – 191)
2015-16:	2,413 (Average – 161)
2014-15:	3,288 (Average – 206)
2013-14:	2,473 (Average – 155)
2012-13:	2,375 (Average – 140)

Premier Lectures:

Mossad (Victor Ostrovsky):	267
North Korea (Barbara Demick):	320
Walking Around the World (Polly Leftosky):	180
Teddy Roosevelt (Joe Weigand):	270
FBI Art Recovery (Robert Wittman):	320
Undercover CIA (Frank Archibald):	321

2016-17(6): **1,688 (Average – 281)**

2015-16 (6):	1,517 (Average – 253)
2014-15 (7):	2,027 (Average – 290)
2013-14 (5):	884 (Average – 177)
2012-2013(6):	1,222 (Average – 204)

Special Programs:

1. TED Talks: 156 (192)
 2. Sunday Series: 240 (300)
- (First number is attendees; Second is registered)

Cinema Society: 251 Mbrs*

(*172 were renewals; there were 16 guest passes sold).

Income and Expenses To Date

2016-2017

	<u>INCOME</u>	<u>EXPENSES</u>	<u>NET</u>
Classes	\$ 9,022	\$ 4,249	\$ 4,773
MML	\$10,831	\$ 2,685	\$ 8,146
Premiers	\$26,445	\$10,767	\$15,678
Trips	\$48,285	\$34,611	\$13,674
Special Events	\$ 0	\$ 1,246	\$ -1,246
Printing/Copying/Postage	\$ 0	\$ 8,673	\$ -8,673
Refunds	\$ 0	\$ 5,760	\$ -5,670
Supplies	\$ 0	\$ 3,210	\$ -3,210
Professional Svcs	\$ 0	\$ 3,337	\$ -3,337
Web site/Pay Pal	\$ 0	\$ 1,811	\$ -1,811
Meetings/Misc.	\$ 0	\$ 1,140	\$ -1,140
PC HOA	<u>\$ 0</u>	<u>\$ 4,156</u>	<u>\$ -4,156</u>
	\$94,583	\$81,645	\$ 12,938

Other Income

Contributions, Gifts, Grants:	\$15,057
Cinema Society (estimated):	\$ 6,903*

*To be received

Bank Balance (As of April 2, 2017:

\$49,102 (Plus \$5,000 in Reserve Fund)

**LifeLong Learning at PebbleCreek
Proposed Policies for Board of Trustees Approval**

ORGANIZATION:

501(c) (3) Regulations

As a 501(c) (3) organization, LifeLong Learning must meet the requirements of both the PebbleCreek HOA, its own Articles of Association and ByLaws, and all other laws and regulations governing such organizations.

Leadership Committee (Board of Directors)

Membership on the Leadership Committee (Board of Directors) is determined by the LLL By-Laws. Only one spouse or significant other per household may serve on the LifeLong Learning at PebbleCreek Leadership Committee (Board of Directors).

LifeLong Learning Volunteer Meetings

A minimum of two meetings of the full team will be held each year: one in the late Fall, which will be considered a “Special Meeting” of members called by the President/co-Presidents, and one following the last Monday Morning lecture, which will be the LifeLong Learning Annual Meeting.

ADMINISTRATIVE:

Name Badges

Each volunteer will receive a LLL name badge at no cost. If a replacement badge is need, the volunteer will pay the actual cost of the badge.

PebbleCreek Club Listings

The names and contact information for LifeLong Learning at PebbleCreek chair/co-chairs will be submitted to the HOA for all LLL listings.

LLL Center Hours

The LLL Center will be staffed on weekdays from 9 a.m. to noon from the day after Labor Day until the end of March. The Center will be closed on Mondays when there is a lecture and for holidays as determined by the LLL manager.

Use of the LLL Center

The primary purpose of the LLL Center is for office hours and LLL classes. When LLL is not using the room, it will be available for use by the HOA meetings and for other classes or lectures

by other PC groups. The Center Staffing Manager is responsible for scheduling these meetings. The Center Manager will provide training on how the room is used, equipment etc. prior to the group's first use of the room.

Incident Reports

If an incident occurs at any LifeLong Learning event, the volunteer responsible for that event must complete an incident report. The chair/co-chairs will file the report with appropriate PC personnel and place a copy in a file in the LLL Center.

SPEAKERS:

Sales at LifeLong Learning Lectures and Classes

Lecturers, class teachers and others who appear at LLL events may sell books, CDs or other materials, with advance coordination and approval by LLL. However, they must handle the sales themselves. Volunteer participation by LLL in such sales will be limited to carrying materials and setting up an appropriate area for such sales. LLL volunteers will not participate other than helping carry materials.

2/17/17