



MINUTES  
Annual Meeting, May 17, 2021  
TF Ballroom/Zoom

Because of continuing COVID-19 virus concerns, the Annual meeting was conducted simultaneously in person in the TF Ballroom and via Zoom.

Co-President, Cathy Lindstrom, opened the meeting at 10 am. Cathy announced that she would be stepping down from her three-year term as president, but will be staying on the Board as President Emeritus and Secretary. Paul Polk who has served as co-President this past year will become President. Also, retiring from the Board are: Nancy Wilson Smith, secretary, Lorna Bray, Director of Lectures, Wendy Frumkin, Treasurer (but will become Vice President), and Phyllis Minsuk, president emeritus. Phyllis has been very instrumental in shaping LLL, adding more programming over the years. Attachment C is the letter she wrote to the Board.

Cathy thanked the many volunteers who have grown the programming, making it a top-notch organization. It is the volunteers who make it work and who really stepped up this year to accommodate programming in this very challenging 'shut down' environment. The Volunteers and the community embraced the new technology (to us) to keep LLL programming available. Zoom is the new 'hashtag' for us all. LLL is highly regarded in the community. It is a great group of volunteers to work with. LLL is strong and here to stay.

Paul Polk reviewed the agenda with the group. Paul acknowledged volunteers who, in particular, who stepped up to the plate this past year. Members of the IT team, Zoom leaders, class teachers, and all donors (in kind or monetary) were acknowledged. So much work was conducted behind the scenes to bring LifeLong Learning programs in creative ways during the pandemic 'lock downs'. While we were not able to gather in person, lectures, classes, and book clubs were able to participate virtually. Unfortunately, trips were cancelled, but the website was able to post virtual trips to museums, scenic sites, and so forth.

Paul announced that LLL is planning to make its programming year-round. This summer we will start with "Lunch and Learn", headed by a new volunteer, Doug Jameson. He has already planned 4 possible topics for the two session in August and two in September: City of Goodyear (recreation center), Genealogy, Creative Arts Council, and Performance Art. There will be no fee for these sessions.

LLL has been fiscally responsible, Paul reports. We have money in the bank which kept us solvent for the year when we had little to no income. We were able to 'show' our creativity to the community, by continuing to provide programming without in-person classes, lectures, and other programming.

**Quorum** A quorum was declared. See Attachment A for those who attended the meeting. LLL requirement for a quorum is 20%. 39 members of the 100 volunteers were present – 39% attendance.

**Previous Minutes:** A motion was made, seconded, and unanimously carried to approve the minutes from the April, 2020 and November 5, 2020 meetings.

## **Annual Summary of Programming**

See attachment B for the PowerPoint slides and the summary of their reports.

- Lectures – Lorna Bray/Jill Burnham – Lectures were held via Zoom at no charge. There were some fees for instructors. Attendance was down but averaged around 70-80 per lecture. Premier Lectures were all cancelled but will be scheduled for the upcoming season.
- Trips – Sue Roth. There were no trips this season, for obvious reasons. At this time, there is one trip scheduled for December, and the rest of the trips are scheduled for January-April 2022.
- Classes – Carole Korzilius. Classes had good attendance. For some classes that are usually limited to the size of the venue, actually doubled or tripled in size. We may continue using Zoom for some classes going forward to increase attendance for the very popular topics. Most of the instructors were from PebbleCreek so there were no fees to pay. There will be no TED Talks this summer and will begin in the Fall/Spring.

## **Treasurer's Report** – Wendy Frumkin

See attachment B for the PowerPoint slides of the financials. LLL had a modest \$830 deficit for the year which is great considering we did not have opportunities for income, but still had some expenses just to keep LLL going. There is a positive balance in the bank of \$61,493.

## **NOMINATING COMMITTEE**

Pam O'Shea, Chair of the Nominating Committee summarized the process of the committee and thanked the committee for their incredible work. Robbie Fox, Jeff Young, Phil Korzilius, and Nancy Wilson Smith, advisor.

A motion was made, seconded, and unanimously carried to approve the slate of names for the Board of Director positions:

## **REPORT OF THE NOMINATING COMMITTEE May 2021**

### **Committee Members:**

Pam O'Shea, Chair  
Robbie Fox  
Phil Korzilius  
Nancy Wilson Smith  
Jeff Young

### **Committee Objectives:**

1. Identify positions on the Board of Directors/Officers that will be vacant as of the year-end FY 2021
2. Determine qualifications/requirements for open positions
3. Recruit and evaluate potential nominations for open positions
4. Nominate names for election to the Board of Directors
5. Recommend elected/appointed Officers for the Board of Directors

**Nominations for Board of Directors – 2021-2022 Year** (Statement of Qualifications attached)

Jill Burnham  
Jeff Edwards  
Wendy Frumkin  
Doug Jameson  
Carole Korzilius  
Phil Korzilius  
Cathy Lindstrom  
Pam O'Shea  
Paul Polk  
Susan Roth  
Ruth Shaffer  
Jeff Young

**Recommendations for Board of Directors Officer Positions, including Co-Directors, for 2021-2022 Year**

Paul Polk, President  
Wendy Frumkin, Vice President  
Catherine Lindstrom, Secretary  
Jeff Edwards, Treasurer

**Appointed Officers:**

Co-Directors of Lectures – Jill Burnham and Dawn Spiak  
Director of Trips – Susan Roth  
Co-Directors of Classes – Carole Korzilius and Kayrene Braden  
Co-Directors of Marketing and Communications – Ruth Shaffer and Barbara Younker  
Co-Directors of Volunteers – Pam O'Shea and Robbie Fox  
Director of Community Outreach – Jeff Young  
Board Member at Large – Phil Korzilius  
Board Member at Large – Doug Jameson

**STATEMENT OF QUALIFICATIONS  
CANDIDATES FOR DIRECTOR 2021-2022**

**Kayrene Braden**

I have experience in commercial real estate, as a purchasing agent, Leasing Manager for hundreds of leases for commercial developments nationally. I have been Admin Assistant to presidents of companies, in the U.S. and Japan. Formed my own company for computer programming, training and project development. Experience as President of the Board of Education for elementary school. I have coordinated the logistics for large conferences and fund raisers. My favorite volunteer job is a tutor teaching learning disabled adult to read. My gift is administration and I hope to bring that to LifeLong Learning.

### **Jill Burnham**

Combined 50-year career in the education in Pennsylvania, Ohio and Georgia: 30 years as Early Childhood Instructor in high school technical schools, 6 years Early Childhood Instructor on the college level, 2 years kindergarten teacher, 12 years English to Speakers of Other Languages in grades Kindergarten - 8th and 12 years part-time evening continuing education instructor for teacher re-certification at the University of Georgia, Georgia State University and Georgia Gwinnett College. Licensed day care centers and conducted staff training for the Georgia Office of Regulatory Services. In addition, I was a founding member of two religious' congregations in Georgia and served as Education Director at each. For thirty-two years I had the privilege of holding several positions on the Georgia Preschool Association - treasurer, secretary, member of the state wide training committee and founder of Georgia Month of the Young Child recognition program. Community involvement was also an important part of my life serving as Boy Scout Merit Badge Counselor, various board positions on community and high school swim teams and board member of each of the subdivisions I have lived in. Currently serving as Co-Director of the Lecture Series as well as Program and Events Chairperson of the PebbleCreek Shalom Club.

### **Jeff Edwards**

Three years public accounting experience in audit and tax. Twenty-seven 27 years in corporate accounting and finance at the Controller and CFO level. Twenty-two years in higher education teaching accounting and finance classes at the college level. Active CPA license (Oregon) and member of the Oregon Society of CPA's.

### **Roberta Ferraro Fox**

30-year career as a clinician and senior manager in leading edge healthcare systems such as University of California San Francisco Medical Center (ranked among top 10 hospitals in the United States), Stanford Hospital, and Kaiser Permanente. Served on industry government board to provide guidance and recommendations with California Department of Public Health on Genetic testing standards and practices. Director of Genetics with Kaiser Permanente leading 125 clinicians and staff in multiple programs including pediatrics, oncology, prenatal diagnosis and adult genetic services across northern California. Led multi-disciplinary team to develop and implement new employee onboarding program across Oakland/East Bay service area. As Director of Genetics, managed 20-million-dollar annual budget. Served as a Jesuit volunteer. Served in multiple volunteer positions with local schools and sports organizations. Currently serving as Team Co-Lead for the Volunteers.

### **Wendy Frumkin**

BBA in Accounting, CPA, and Certificate in Healthcare Financial Planning and Control. 25 years of experience in healthcare finance, focused on Medicare and Medicaid regulations, reporting and compliance. Past volunteer Treasurer for several organizations including Boy Scout troop, Haddasah chapter, high school band boosters, and PebbleCreek Women's Investment Club. Currently serving third year as Treasurer for LifeLong Learning, and implemented a director focused budgeting process which provided more detailed financial reporting.

### **Doug Jameson**

Doug Jameson enjoyed a varied and challenging career utilizing the engineering skills he acquired in school and technology exposure at White Sands Missile Range and the NASA launchpad facility at Lompoc, California while a co-op student at New Mexico State University. Working for Halliburton in systems research and development of oil field equipment and computer systems, then moving to sales of computer hardware, software, systems integration, and network communications his career spanned positions of technical contributor, Project Manager, Director of a Junior Achievement Program, to 'head hunter', sales and management with Digital Equipment, Oracle, EDS, US West, MCI, EDS, Baan. Finally moving from VP of sales responsibilities for a final run with a Colorado dealer for Club Car and John Deere turf equipment to golf courses left him no better a golfer, but better equipped to enjoy a life of retirement, and finally able to understand more of the basics of lawn care!

### **Carole Korzilius**

Experienced in municipal planning and administration, teaching at the college and secondary levels. An ESL trainer and instructor and toastmaster trainer. Handled student assessments for international placement and was a White House volunteer. Leader of the Great Decisions program for 12 years; Classes Team Director, former leader of lecture introducers team, and lobby and reception volunteer.

### **Phil Korzilius**

Twenty-year career as an Air Force communications-electronics officer, followed by 20-year career as a telecom project manager for a large defense contractor. Served as Kare Bears Health & Wellness Director 2008-09. Currently LLL tech team coordinator and member of lobby ushering team for Premier and Monday Morning Lectures.

### **Cathy Lindstrom**

Geriatric psychologist, (PhD); acts as consultant to health care organizations; former hospital administrator for multi-hospital system with large budget responsibilities; formerly President of PebbleCreek's PC Players and Democratic Club; currently member of HOA Rules Compliance Committee. Adjunct faculty at Estrella Mountain Community College in Statistics. Currently president of LLL.

### **Pam O'Shea**

Consultant and President of Performance Insights, LLC, a management-consulting firm that specializes in increasing profitability and productivity by providing strategy, planning and performance improvement solutions. Worked extensively with both domestic and global organizations and had clients in North America, Europe, Asia, and South America. Representative client list included investment banks and hedge funds, law firms and consulting firms, world organizations, government and military, and health care/pharmaceutical firms. Also taught at both UCLA and the University of California, Berkeley. Prior to forming her own consulting firm, held a variety of senior level corporate positions - most recently as a Vice President and Director with AIG/Sun America Inc. Has volunteered with the Art Institute of Chicago and Abrazo Hospital. Is currently Co-Director of Volunteers.

### **Paul Polk**

Thirty-six-year career in high tech based in Silicon Valley. Six as an engineer and thirty as Director and VP of Sales for hardware, software, systems and services. Extensive experience in Asia, lived in Singapore and Hong Kong for six years running subsidiary operations for hardware and software sales and service. Owned an HOA management company in San Jose for 10 years before retiring. Bachelors in Systems Analysis and Masters in Computer Science. At Pebble Creek I volunteer as a Kare Bear driver, schedule volunteers for the PCMGGA tournaments, work on the tech team at LLL and am a new member on the Rules Compliance Committee

### **Susan Roth**

Educator in the Anoka-Hennepin School District, the largest school district in the state of Minnesota. Masters +60 in Education and Leadership from the University of Minnesota. Developed and implemented curriculum and technology Integration for the first district STEM School. Also worked as an adjunct faculty member for Bethel College and Hamline University, supervising student teachers placed in elementary and middle schools. Served on HOA board in Minnesota as president, secretary and treasurer. Volunteered for many civic and education-related organizations in Minnesota and volunteered as a reader to children at the New Life Center. Currently a membership ambassador for the Irish American Club and now director of trips for Life Long Learning.

### **Ruth Shaffer**

Career in various social work agencies, but predominantly worked with seniors, families and staff in assisted living and nursing homes. She began volunteering with LLL in 2013 working with the trip team's spreadsheets. Other LLL activities include creating the system for use of the hearing devices, treasurer for three years which included creating the PayPal account, assisting with LLL becoming a non-profit, initiated the use of QuickBooks and LLL joining the Fry's Community Rewards Program. For three years, she was the editor for LLL in the Pebble Creek Post. She is currently the co-director of marketing and communications.

### **Dawn Spiak**

Dawn moved from Michigan in 1985 for sunny Arizona and began a thirty-one-year career in secondary education in Phoenix as a science teacher, professional development specialist and director of staff development. She started attending Monday Morning Lectures and Classes in 2018 and has served on the lectures vetting committee and the lobby team in 2019 and 2020. Dawn has also assisted in video recordings earlier this year.

### **Jeff Young**

Career in sales & marketing. BS in mathematics; MS quantitative business analysis. Did a short stint as systems analyst with Standard Oil (currently Exxon) then held a variety of positions in marketing and airline analysis with the Boeing Company. Subsequently, held sales and marketing positions: sales director in Europe and then America, headed the pilot team for the development of email communications, helped establish Boeing Aircraft Trading, a new organization associated with used aircraft, and then became the vice president of sales and marketing for the organization. Currently LLL director of community outreach; also responsible for staffing lobby for lectures. A member of LLL since 2013.

### **Barbara Younker**

Had a 15-year career as an Account Manager and Account Executive in the Fire and Casualty Insurance industry. Specialized in hospital malpractice liability insurance and risk management assessment. Had a 10-year career working with husband in commercial wastepaper brokerage serving corporate box manufacturing plants in the western United States and brokering the specific commodity requirements to domestic and Far East paper mills. Served on the board of the North Orange County YMCA; actively involved with the Boys and Girls Club of Fullerton, CA, and civic activist in City of Fullerton, CA. Since 2016, served in various volunteer capacities with LifeLong Learning.

**New Policy** – Paul Polk report that there was only one new policy this season which amended the Records Retention Policy to keep the Board minutes indefinitely as part of the LifeLong Learning history.

### **Director Reports**

See Attachment B for the slides summarizing the Director reports.

- **Volunteers** – Pam O’Shea. Pam highlighted a new program to recognize the great work of our volunteers – Spotlight Program. See slide for outline.
- **Community Outreach** – Jeff Young. There was no community outreach this year because of the lockdowns. But the volunteers are eager to get back to work this coming season.
- **Marketing/Communications** – Ruth Shaffer, Barb Younker. Ruth reviewed her slides and thanked the Communications team for the outstanding work this year getting the ‘word’ out to the community about programming. We had to be very creative.
- **IT** – Neal Wring. Neal was not at the meeting, so Paul Polk reviewed the slides. This team was very key to making the programming work via Zoom and other creative ways. They also were able to add new functionality to our website which will make it easier for the customer and the ‘back office’.

Cathy and Paul thanked the Volunteers, again, and recognized that without their interest, creativity, and diligence, we could not operate.

**ADJOURNMENT:** There being no more business, the meeting was adjourned at 11 am.

Respectfully submitted by:

Nancy Wilson Smith, Secretary

5/17/2021

Nancy Wilson Smith  
16408 W. Berkeley Rd,  
Goodyear, AZ 85395  
623-748-9087  
[nancywilsonsmith9@gmail.com](mailto:nancywilsonsmith9@gmail.com)

**Attendance List  
Annual Membership Meeting  
May 17, 2021**

**In Person in the ballroom:**

<b>Marianne Boechler</b>	<b>Kayrene Braden</b>	<b>Lorna Bray</b>	<b>Jill Burnham</b>
<b>Wendy Frumkin</b>	<b>Lisa Greenhoot</b>	<b>Bill Greenhoot</b>	<b>Bob Oswalt</b>
<b>Marilyn Holland</b>	<b>Pat Ingalls</b>	<b>Ted Ingalls</b>	<b>Jackie Jenkins</b>
<b>Carole Korzilius</b>	<b>Phil Korzilius</b>	<b>Ronnie Levine</b>	<b>Cathy Lindstrom</b>
<b>Nancy McDonald</b>	<b>Phyllis Minsuk</b>	<b>Robert Nelson</b>	<b>Pam O'Shea</b>
<b>Paul Polk</b>	<b>Sue Roth</b>	<b>Dawn Spiak</b>	<b>Karen Stanley</b>
<b>Trish Wagner</b>	<b>Di Week</b>	<b>Barb Younker</b>	<b>Nancy Wilson Smith</b>

**Attendance via Zoom:**

<b>Bill Fenster</b>	<b>Barb Fenster</b>	<b>Jeff Edwards</b>	<b>Mike Kramer</b>
<b>Dennis DeFrain</b>	<b>Marlene Lenstra</b>	<b>Billie Plasker</b>	<b>Jim Plasker</b>
<b>Jeff Young</b>			