



**Minutes
Annual Meeting
April 16, 2018**

The Meeting was called to order by President Phyllis Minsuk at 10:10 am in the Chianti Room of the Tuscany Clubhouse, who noted this is her last meeting as president.

Emily Grotta, acting secretary, noted that a quorum of 44 was present. **(See Attachment A.)**

A motion was made by Cathy Lindstrom, seconded by Phil Korzilius, to approve the minutes from the April 3, 2017 Annual Meeting, as posted on the website.

New Items: Phyllis reviewed the additions to the LLL Center and LLL programs since the last annual meeting, including:

- At the LLL Center:
 - The hearing loop and speakers
 - Conference and center phones
 - Computer
 - AED from Kare Bears
 - Podium
 - Bookshelves
 - Donor board
 - 5 program posters
 - Bulletin Board (HOA)
 - MML Winners Board
- Seat reservation signs for lecture volunteers
- Speakers for the TED Talk programs
- The feedback/evaluation program
- Strategic Planning, Tech and Financial Teams
- PC Reads
- Scrap Books
- Formal Contracts-all speakers and teachers
- Give back to community: St. Vincent's, St Mary's Food Bank, HOA Diversity

New Positions: Phyllis recognized the volunteers who have taken on new responsibilities since the last meeting:

- Tech Team – Phil Korzilius
- Inventory – Ann Abke
- Center Staffing – Connie Armstrong

- Nominating – Mike Kramer
- Directed Marketing – Bob Young
- Strategic Planning Team – Cathy and then Linda Holland
- Statistical Analysis – Wendy Frumkin
- Sunday Series – Mary
- TED Talks – Flora Conley
- Classes – Leslie Miller
- Feedback – Ted Ingalls and Sue Smith

New Volunteers: Phyllis asked the new volunteers who joined the team since the last annual meeting and attended the 2018 meeting to stand:

- | | |
|-----------------|-------------------|
| • Justine Brown | • Maryann Johnson |
| • Shelley Coate | • Cathy Lindstrom |
| • Flora Conley | • Faye Malnar |
| • Roger Crystal | • Pam Merlino |
| • Wendy Frumkin | • Leslie Miller |
| • Judie Harden | • Kathy Nemeth |
| • Alice Haywood | • Carol Sanders |
| • Cary Haywood | • Kay Thomas |

2017-2018 Statistics: Phyllis reviewed the statistics for the 2017-18 season (See **Attachment B**) and noted that the board has approved an increase to \$5 per person for Monday Morning Lectures and that Leslie Miller has agreed to be the director of classes.

Premier Lectures: 1,572 attendees at six lectures for average of 262 per lecture

Monday Morning Lectures: 3063 attendees at 16 lectures for average of 191 per lecture

Trips: 540 people on 15 trips, average 37 (trips vary in size); seven filled and 8 near capacity

Classes: 380 people attended 19 classes for average of 20 per class.

Special Programs:

TED Talks: 109 registrants at 4 sessions (27 average)

PC Reads: 206 attendees at 11 sessions (19 average)

Sunday Series: 189 at 2 sessions (95 average)

Cinema Society: 277 members

Evaluations: A system is in place to evaluate every program and the results are very encouraging; 89 percent say our programs exceed or met expectations. (See **Attachment B**)

Financial Reports (see Attachment C): Phyllis noted that LLL is solvent, with approximately \$36,000 in the bank and a \$10,000 reserve fund, which likely will be increased after the annual fiscal review.

She urged every member to enroll in the Fry's program, which has raised more than \$500 for LLL. Looking forward, the financial team, which meets regularly, is working to establish budgets by program and allocate costs appropriately,

Elections: Mike Kramer, chair of the nominating committee, reviewed the process by which the 11-member slate of directors was determined and urged everyone to read the statements of qualifications for the nominees. He noted that the board will meet following the annual meeting to elect officers.

Les Minsuk moved and Phil Korzilius seconded that the slate be elected as presented. The directors elected unanimously are (* indicates new board member) Please see **Attachment D** for more information about the nominees).

Lorna Bray
Jeanne Chasko
Lisa Greenhoot
Emily Grotta
Linda Holland *
Cathy Lindstrom

Leslie Miller *
Ruth Shaffer
Don Simons
Nancy Wilson-Smith
Jeff Young

Policies and Bylaws: Mike Kramer said that LifeLong Learning's policies are now consolidated and on the volunteer web page. Newly adopted are the policies on trips, contract commitments, waiver of fees by speakers, volunteer recognition and records retention. The financial committee is preparing a policy on an annual financial review. He noted the bylaws were amended this year to recognize past presidents as "Honorary Directors."

Director Reports:

- **Classes:** Leslie Miller reported that of the 16 classes held in the previous season, nine were full and 13 were taught by residents of PebbleCreek. Preliminary plans for the coming year include classes on the animals of the Sonoran Desert, Introduction to Hand Writing Analysis; Table Decorations; History of Quilt; Introduction to Minor Household Repairs and Car Maintenance.
- **Trips:** Lisa Greenhoot said preliminary plans for the coming season include Luke Air Force Base, the American Culinary Institute in Scottsdale, the Nutcracker Ballet, the Museum of the West in Scottsdale, a rodeo in Tucson and another "give back" day at St. Vincent's.
- **Special Programs:** Phyllis said three programs are planned to feature the music of different cultures.
- **Lectures:** Reporting for Lorna Bray, Phyllis said the vetting team is narrowing down the list of potential speakers. This year the vetting team and volunteers involved with various aspects of lectures will vote to prioritize the final candidates.

- **Marketing and Communications:** Emily Grotta said a new area for the website will be developed over the summer. “PC Learns” will have links to all the learning opportunities available in PebbleCreek, such as classes at the art center, bridge lessons, etc. She thanked the volunteers who are joining the writing and editing teams this year and invited those who are interested in helping with the back end of the website to contact her.
- **Volunteers:** Jeanne Chasko said her goal is to find the perfect job for every member and reviewed open positions. (See attached “want ad.”)

Jeanne Chasko moved and Les Minsuk seconded that the meeting be adjourned. The meeting was adjourned at 11:30.



**ATTENDANCE LIST
ANNUAL MEETING
April 16, 2018**

Abke, Ann
Armstrong, Connie
Brown, Justine
Bruening, Renee
Chambless, Barb
Chambless, Marty
Chasko, Jeanne
Chris Cruenenwald
Coate, Shelley
Conley, Flora
Crystal, Roger
Donovan, Sandy
Fenster, Barb
Fenster, Bill
Frumkin, Wendy
Greenhoot, Bill
Greenhoot, Lisa
Grotta, Emily
Hanford, Judy
Harden, Judie
Harris, Bobbie

Haywood, Alice
Haywood, Cary
Hix, Cindy
Hohlstein, Helen
Holland, Linda
Ingalls, Pat
Ingalls, Ted
Johnson, Marianne
Korzilius, Carole
Korzilius, Phil
Kramer, Mike
Lacaeyse, Joe
Lacy, Mary
LaTour, Linda
Lindstrom, Cathy
Loo, Pam
Malnar, Faye
Merlino, Pam
Miller, Leslie
Minsuk, Les
Minsuk, Phyllis
Naworski, Priscilla

Nee, Bill
Nee, Susie
Nemeth, Kathy
O'Brien, Mary Ann
Petrarca, Linda
Plasker, Billie
Plasker, Jim
Pyle, Rosalie
Richards, Jane
Rubinstein, Stan
Sanders, Carol
Schatz, Esther
Shaffer, Ruth
Svoboda, Debbie
Thomas, Anna
Thomas, Kay
Vandervort, Ron
Week, Di
Williams, Fred
Williams, Pat
Young, Jeff

ATTACHMENTS B and C
are separate