Executive Board Members in Attendance:
Ken Fettig, Grace Hall (Chair), Merrill Hudson, Deborah Lapides, Kathleen Mayzel, Jan Perley, Samuel Ruth (Director), Lynne Romboli, Mary Webb

Call to order- 10:04 AM

Recording Secretary: Gail O’Meara

Minutes of Previous Meeting: accepted as corrected

Substitutes: Mary Ellen Nott for Bob Pride

Director’s Comments: Sam Ruth
Fall Session
- Catalog is in the mail; PDF will be available soon.
- Registration:
  - August 5 at 9 am is start of online registration; form will be available for viewing earlier, but actual registration will begin at 9am. Online registration will end on August 9 at 5 pm.
  - Members will receive notification of their enrollment. Add/drop period will follow.
  - Final enrollment and the final cost will be sent out.
  - Retired Tufts faculty will receive a catalog and an invitation to join OLLI program.
  - They will be offered a free one year membership.

Class locations:
- Rooms available to our program will be known by the end of July.
- A/V support will be provided for first session of each group on the first Monday and Friday by a Tufts student; further needs will be determined.
- Saint Brigid Church in Lexington will be the location for 1 morning and afternoon Wednesday class.

Member end of the year Survey identified 20+ members have indicated an interest in becoming an SGL.
Carmichael 040 will be renovated next year.

Committee Reports:

Brookhaven: Lynne Romboli – full report at end of minutes
There are delays in the work at Brookhaven.
The auditorium renovation will start soon.
Parking will continue to be at the off-site location.
Curriculum: Bob Pride (Mary Ellen Nott substitute) – full report at end of minutes
Sam is working on the A/V equipment concerns for SGLs.
Bob sent out a letter to each member who indicated an interest in leading a study group; CC members will later establish personal contact with each interested member.
Members will contact prospective SGLs and experienced SGLs about leading a future group.
Tech concerns could be addressed during a Lunch and Learn Lite with individual members discussing the specific topics.

Lunch and Learn: Deborah Lapides
There is no meeting scheduled for the Summer.
The committee is looking for 2 new members.
Suggestion made for the Membership Committee to include a question about interest in serving on a committee during the welcome to new member call.
There was discussion about having Lunch and Learn talks recorded to allow members to be able to at least hear the talks. Further discussion will occur.

Membership: Jan Perley
There will be an August 13 meeting.
New members from the past 3-4 months will be contacted.

Member at Large: Mary Webb
There is constant change taking place at Brookhaven right now.
Mary will lead a Fall study group and continues to encourage and demystify being an SGL.

Nominating: Kathleen Mayzel
See New Business

New Business:
Kathleen presented the Nominating Committee’s handout on “Skills and Responsibilities of Tufts University Osher Lifelong Learning Institute Executive Board Members.”
• Board member comments will be shared with the Nominating Committee and the document will be revised before sending it out to the membership.
• Any required changes that need to be made to the Bylaws will be collected this year and then changed at next year’s Annual Meeting.
• The Membership Handbook has a description of each committee position; perhaps this could be highlighted during phone calls. Once the Osher Lifelong Learning Institute at Tufts University website is updated, the Membership Handbook will be included.
Facebook page is up and running.
There was discussion on several topics.
• One topic was having a membership list posted for members to use; pictures of members could be included.
• Next were the benefits of attending the Annual Meeting. What should the Volunteer of the Year Award be? A gift card to the Tufts book store, a free course, or continue with a tangible award.
• Could the OLLI program become a recipient of Amazon Smile program?
• Form a support group for medical issues.
• Provide opportunities for members to practice foreign language skills.
• Have a single study group that meets twice on the same Monday or Friday.
• The possibility of Tuesday or Thursday classes was also mentioned although this may present logistic issues.
• The Leonard Carmichael Society could be a way to participate in an intergenerational program. Have the Curriculum Committee have a follow up get together twice a year for the SGLs; have the second one take place in June to conclude with the academic year.
• The Captain’s Table will be on hold until construction at Brookhaven is complete.

Sam –
• Tufts will conduct an audit.
• Suggestion made to form a Fundraising/Scholarship Committee for members hoping to audit a Tufts University course. The committee will determine the requirements for selection.
• We do need a coordinator of finances.
• The Osher Foundation has $250,000 ‘capacity-building grants’ available. We could be eligible to request one of these grants, but would first need to demonstrate that we have a sustainable fundraising operation, as the Foundation wants to ensure that OLLI programs are self-sufficient.

What can we do to make OLLI at Tufts an outstanding program?
• Members could make presentations of other programs.
• Mary has shared her experience at Ringling College program.
• Sam will be attending a meeting by invitation only for OLLI directors.

Adjourn: 11:30 AM

Next Meeting: 08/15/19

All Committee meetings as well as the Executive Board meeting are open to all members, space permitting, with advance notice to the Director.
There will be an open comment period at the end of each meeting, time permitting.
Upcoming meeting dates:
• Curriculum Committee: Thursday August 8th
• Membership Committee: August 13th
• Executive Board: August 15th
• Nominating Committee: Fall
• Lunch & Learn: Fall

Brookhaven report - Lynne Romboli
Below is an update on the construction project schedule at Brookhaven and the possible impact on upcoming semesters:
Arts & Crafts Room, formerly used as a classroom, has been renovated and is now part of the Brookhaven Library.

For Fall 2019 we will be using the Art Studio (third floor above the front lobby) which is a similar sized room for smaller study groups of 12 or less.

Bistro and Cafe have reopened and will be available as a lunch option for Osher LLI members participating in Brookhaven study groups. The Main Dining Room renovations will take place late summer into the fall, so it will not be possible to do the lunch buffets for this term.

The new Andover building, which houses the new Performance Hall and 2 floors of assisted care, is scheduled to open end of March/early April 2020.

Current Auditorium will close for renovations 2nd week in April through end of July. The Auditorium is being divided into two meeting rooms – one large and one smaller (small one will accommodate 20 or so). Both of these spaces will be available for Osher LLI study groups starting in fall of 2020.

Two Fitness Rooms on the 1st floor will be renovated into a new Learning Center and a new, larger Art Studio. This work is scheduled for mid-April to mid-May 2020. Learning Center will be available for Osher LLI study groups probably for summer session 2020.

**Curriculum Committee report – Bob Pride**

Mary Ellen Nott from the Curriculum Committee has agreed to represent the committee in my absence at the Executive Board Meeting on Thursday July 18th.

The Curriculum Committee met on Thursday July 11th and had a very full agenda.

1. We continued discussions on efforts to recruit more member SGLs. It was decided to contact by email members that expressed interest in becoming new SGLs when they answered the annual member survey. I sent an email to 26 members that had expressed that interest pointing out that the Winter Term is a favorable term to become a new SGL.
2. We had a brief discussion on visits to Spring Classes and those Summer classes that CC Members had attended.
3. Sam presented the proposed online registration system and agreed to make some minor adjustments for clarity after a spirited committee discussion.
4. Sam discussed his quick review of the End of Term Feedback forms from Summer. No glaring problems were noted. Fran and Linda took the forms so that they could review the forms for the committee.
5. We discussed Ken Fettig's suggestion for a workshop or study group on the latest trends in Technology such as Artificial Intelligence, Blockchain, Cybersecurity, Algorithms, etc. The trick will be to be able to discuss these highly technical subjects in language that our members can understand.
6. We continue to need additional committee members from Brookhaven. I approached both Al and Judie Muggia but both have difficulty doing things outside of Brookhaven and
declined. Al did recommend another Brookhaven resident and will let me know what he answers.
7. We discussed ways to make the Audio Visual experiences of our SGLs and Members better. Sam suggested meeting with the SGL after classrooms are assigned to make sure He or she is familiar with the Audio Visual suite in the assigned classroom. Sam also suggested that perhaps one workstudy student be available prior to start of morning and afternoon classes in the Fall.
8. Finally, we began recruiting efforts for Winter 2020, which runs from Monday January 6th to Monday February 3rd. The proposal deadline is October 6th. We have an updated list of 99 previous member study group leaders, 34 of whom are leading Fall study groups this year. We also have the list of 26 members that expressed some interest in being a SGL in the future.
Our next meeting is scheduled for Thursday August 8th.