Call to order: 10:05 AM

Recording Secretary: Kathleen Mayzel

Attendance:

Introduction of any Substitutes – Linda Budd for Bob Pride
Acting Chair: Grace Hall

Minutes of Previous Meeting - approved

Director’s Comments: David Fechtor
There were problems in two of the study groups. One graduate student SGL was injured and cannot do a makeup session. There were 3 deaths in families of presenters in the Born Elsewhere/Living Here study group requiring substitutions. For the final OLLI Onstage performance of this year there are the most registrations than ever before with 112 sign ups.
Sam Ruth, the new director, is working on a Facebook page as well as Online registration for study groups.

Committee Reports:

Brookhaven: Lynne Romboli
Sam, the new Director, is scheduled to meet with the CEO of Brookhaven on Monday.
There is concern about classroom space for the fall session. Eventually when construction is completed there should be 5 available classrooms.

Curriculum: Linda Budd for Bob Pride – full report at end of minutes
Classes were visited by Curriculum Committee members for both the Winter and Spring terms. The committee is still interested in recruiting an additional member from Brookhaven.
Deborah related that at the class that she is attending at Brookhaven, one of the Brookhaven residents attending the class asked for more information on Tufts OLLI
which the curriculum committee visitor provided. Maybe this should be repeated in other classes, especially at Brookhaven.

**Financial**: Jayson Brodie  
The current financial statements were distributed and discussed. The FY20 budget cannot yet be determined until the new Director is installed.  
The hiring of work study students was discussed as a financially sound practice as we pay 25% or their salaries and the federal government covers the other 75%.

**Lunch and Learn**: Deborah Lapides – full report at end of minutes  
The Lunch & Learn sessions for the spring term continue to be successful with an average of 93 attendees on Mondays and 90 on Fridays.  
One half of the speakers for the Fall term have already been arranged.  
The coffee lines are much improved with the new set up.  
Deborah has contacted Rachel Laquidara of the Alumni office to advise her when Tufts alums are speaking at Lunch & Learn.  
Tufts professors are required to do community service and speaking at Lunch & Learn counts towards this requirement.

**Membership**: Jan Perley  
The Membership Committee now meets three times per year. Between meetings, the committee is provided with a list of new members by the Director and contacts them by telephone.

**Member at Large**: Linda Budd  
Lunch & Learn is hugely populated with enthusiastic members. She found one volunteer for a committee position and one SGL. There is concern among members of the status of the organization with the Director leaving.

**Nominating**: Kathleen Mayzel – full report at end of minutes  
Kathleen presented and the Board approved the following list for new nominations to be voted on at the Annual Meeting:  
Member At Large: Linda Budd  
Nominating Committee:  
Pat Howkinson  
Ellen Kitzis  
Kathleen then described the committee’s recommendation for attracting membership interest in filling elected positions in the organization.  
The committee will develop a document defining the Skills and Responsibilities (job description) for the elected members of the Executive Board (Chair, Vice Chair and Member At Large) as well as the Nominating Committee itself as this committee is also composed of elected members.
When this document is finalized it will be shown to the Executive Board and if approved the committee would like to e-mail it to all members after the start of the Fall term this year. This will be an information e-mail. Following this e-mail, a second e-mail will be sent specifically concerning the Vice Chair position. This position will be vacant as of July 1, 2020. This second e-mail will again define the job of Vice Chair and ask interested candidates to contact the Nominating Committee. Recommendations from the membership to fill this position will also be sought.

**Old Business:**
Review of 5 Year Plan Progress- Goals 5 and 6 were done. Kathleen will write a redacted version of the 5 Year Plan Progress for the past year which will be published for the membership.

**New Business:**
A date for the Annual Meeting needs to be set. This will be taken up with the new Director. Jason is retiring from the Financial committee so a new chair of this committee will need to be found. Appreciation for his 7+ years of service and best wishes for his retirement were expressed to David by individual members of the Executive Board.

Next Meeting: 05/16/19

Adjourned: 12:03 PM

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.

Committee Meetings upcoming schedule:
Executive Board: third Thursday of the month
Curriculum: May 9, 2019
Lunch and Learn: April 18, 2019
Membership: September 2019
Nominating: Fall 2019

**Curriculum Committee report for April 11, 2019**
The Curriculum Committee met on Thursday April 11th. I will be away next week and Linda Budd will represent the committee at the Executive Board Meeting. We began the meeting by being introduced by David to our new Director Sam Ruth. We then discussed the following items:
1. The results of committee visits to Winter and Spring classes. No significant issues were found.

2. Planned a Feedback Session for Winter and Spring Study Group Leaders for Friday May 3rd after Spring classes are complete. Several committee members will attend to lead, take notes or observe the session.

3. Decided to cancel any Curriculum Committee SGL recruiting presentation from this year’s End of Term Luncheons. We will plan to schedule these again next Fall. Flyers about the committee’s Resource Team will be available however.

4. We began our recruiting efforts for Fall Member SGLs by assigning committee members to contact each member on our list of experienced SGL’s.

5. We also discussed the need for additional committee members from Brookhaven so that members there are adequately represented. Several names were mentioned that will be discussed with Lynne.

We concluded the meeting by expressing our thanks and admiration to our Director David Fechtor for all he helped the committee accomplish over the past 7 years.

Bob Pride

Lunch and Learn Committee report for March 28, 2019
In Attendance: David Fechtor, Grace Hall, Emily Snyder, Cleo D'Arcy, Steve D'Arcy, Judy Cotton, Deborah Lapides

We discussed Lunch and Learn Lite, which we deemed a success both by the quality of the speakers and by the attendance figures (sometimes as high as 50). That's about double what the attendance figures were last year when Lunch and Learn Lite began. Clearly, there is a hunger (pun intended) for Lunch and Learn Lite.

Our spring season of Lunch and Learn is also off to a good start. Our attendance on both Mondays and Fridays has been unprecedented, averaging 90 audience members both days. On the first Monday and first Friday we were actually scrambling to find enough seats for everyone. We continue to receive positive feedback from members regarding the quality of speakers and diversity of topics at Lunch and Learn. Our first speaker slated for March 4th had to be cancelled due to bad weather.

We shared suggestions for fall speakers and will issue 19 invitations for 14 slots. Grace noted that Dean Auner asked how many slots at Lunch and Learn were filled by Tufts speakers. The answer is about one-third of our speakers currently come from Tufts faculty and we generally try to keep it at that or even exceed it.

At our next committee meeting on April 18th, we will review the remaining slots to be filled for fall and will plan the End of Term Luncheons.

Submitted by Deborah Lapides, Chair, Lunch and Learn Committee

The Nominating Committee report for April 9, 2019
The following candidates are recommended for nomination for two year terms beginning July 1, 2019:
Member At Large: Linda Budd
Nominating Committee:
Pat Howkinson
Ellen Kitzis
The rest of the meeting was spent discussing a plan to inspire members to become more interested in filling elected positions.
The committee will compose a document defining the Skills and Responsibilities (job description) for the elected members of the Executive Board (Chair, Vice Chair and Member At Large) as well as the Nominating Committee itself as this committee is also composed of elected members.
When this document is finalized it will be shown to the Executive Board and if approved the committee would like to e-mail it to all members after the start of the Fall term this year. This will be an information e-mail.
Following this e-mail, a second e-mail will be sent specifically concerning the Vice Chair position. This position will be vacant as of July 1, 2020. This second e-mail will again define the job of Vice Chair and ask interested candidates to contact the Nominating Committee.
Recommendations from the membership to fill this position will also be sought.
Submitted by Kathleen Mayzel, Chair Nominating Committee