

**Northeast Village PDX
Governing Council**

**June 8, 2017
Minutes**

Members Present: Susan Bach, Jane Braunger, Ron Laster, Anne Lindsay, Todd Coward, Vonnie Condon. Other attendees: Lewis Barrett, Pat Vivian, Jurie Lewis, Helen Richardson

Meeting began at 3:00 p.m.

Minutes of the May 11th meeting were approved.

Committee Updates

Membership – Vonnie

Membership numbers: As of June 7th, we have 80 memberships with 110 members. 41 are full service and 69 are associate.

Report on survey: 51 responses; someone from membership committee followed up with members who gave a less than 5 rating on any area. Overall members were pleased with village home services, transportation, volunteer communications and the newsletter. Regarding programs, a number of members aren't participating because they are already well occupied with their own activities and commitments.

In terms of better supporting the community-building aspect of our village, the Membership Committee is planning an effort called "making connections," (previously proposed as a buddy system) building on results of the survey that showed a need to help members connect with each other. Vonnie has comments from members on the survey and will share with interested GovCo members.

In light of the needs elicited by the survey, e.g. making connections, Anne suggested a possible retreat in the fall to take stock of and revisit our village community's needs. Todd agreed and recommended scheduling one before our September general meeting and election. Vonnie will share advice from the Membership Team on needed next steps, given current members' needs/interests. She noted that recent members are older and in poorer health than the early joiners. Also, some members are in need of transitional services.

The new membership orientation (for 11 new members) will take place Wed., June 14th, at 4:30 p.m., to be followed by a potluck and general meeting at 6:00 at Rose City Park United Methodist Church on Alameda.

Volunteers - Helen

Helen held training on June 7th for one new volunteer. Anne noted that some volunteers need a reminder to respond yes or no to service requests.

Marketing – Jane

The major outreach this summer will be 3 community events: Parkrose (June 24th); Fremont Fest (August 5); and Alberta St. Fair (August 12). Marcia Tate and Walt Quade will solicit table volunteers at the potluck on June 14th. Marcia has already contacted last year's volunteers, requesting they serve again. Suggestions to enhance the tabling outreach results: include a full service member from the neighborhood who can answer questions about his/her use of services and programs and provide a hands-on activity (coloring?) for children who may be accompanying someone interested in Village membership for themselves or a friend/relative.

The May 101 at Hollywood Library had 1 person (note: since this GovCo meeting, the June 101 at Gregory Heights Library also had only 1 person). When the Marketing/Outreach Committee next meets, they will discuss future 101 strategies, e.g. doing more outreach in the eastern part of our village area.

Resources – Anne

The only village actively vetting vendors is Viva; our village is compiling a list of recommended vendors. We need more recommendations for house cleaning (have none at the moment) and for yard work. The Resource Committee has not met since December. Anne feels a revamped committee, with people who can do outreach to vendors, will improve the resource list. She suggested that some office volunteers could do this during down times in the office.

Development – Susan

A flier is going out as a “spring ask,” inviting contributions to either our village's general operating fund or the membership subsidy fund. Todd will send out the invitation as well via Constant Contact to our large e-mail group.

Irvington Neighborhood Association contacted Susan, inviting us to submit another grant request. At this point, we are not prepared to do this, though it's encouraging to be asked. Susan will attend an Irvington NA meeting in the fall, though, and give a report on our use of the grant already received. She noted that we need to come up with needs for funding, e.g. speakers, to include in future grant applications.

Program – Susan (reporting for Nancy Donehower)

May events were well attended. The July schedule is smaller, by design, given likelihood of more members traveling.

Reports

NEV Office – Lewis

Lewis reported that he is getting grounded in NEV operations; being informed by office volunteers and committee chairs (with whom he has met); learning Club Express, and observing how all the parts fit together in the village. He's looking at how to make service request processing smoother and plans to rewrite the office manual. His priority is fine-tuning the office processes and interactions. To take advantage of differing strengths and interests of office volunteers, he'd like to delegate various tasks accordingly. An update on Magic Jack: the

outgoing message has been fixed and we will be able to get a message from someone calling in when the office person is on the phone with another member. Hooray!

Building Update – Susan

At the end of June, the sale of the building will close. It will be 60 to 90 days after that before we will need to relocate, e.g. to a tiny house across the street. The new plans will have 3 store front offices, one of which could potentially be ours. A possible mezzanine space in each would be the responsibility of the tenant. Margaret will be following up on the building issue when she returns.

Todd noted that meeting space, which we currently enjoy, will be essential in the future, as well. We will need to know about that availability in the renovation plans.

Living Cully – Jane, Susan, Vonnie

In a meeting with Cameron Herrington and (then) intern Troy Mitchell of Living Cully, Jane, Susan and Vonnie clarified the types of services the village could provide and the types we cannot. The clarification was required because a potential member, who uses a wheelchair, had hoped to receive transportation services from the village. This is not possible. Cameron will follow up with the potential member to see if he still wishes to join. Living Cully is willing to pay the \$99 for his membership, even without transportation services. Cameron will let us know of the person's decision.

June 14th Village Potluck

This follows the new member orientation. Vonnie is in charge and is planning a “getting to know you activity” as well as “testimonials” from participants in various program activities. Committee chairs will also be able to solicit new members. Margaret will send out an e-mail blast to remind members of the potluck and meeting.

Discussion Items

Expanding GovCo Membership – Susan

Members referred to Article V of the Bylaws (Governing Council) and discussed some needs for clarification/decision. 1) The Bylaws don't include specifics about who is a voting and who is a nonvoting member of GovCo and. 2) They don't address nomination by a member from the floor for new members of GovCo. Another issue is that currently GovCo is composed of people with committee responsibilities, so it's more an operating than an oversight group. We agreed that upon Margaret's return we may want to talk about expanding GovCo's numbers as well as addressing what kind of board we want to have going forward. We noted that GovCo can amend bylaws without a membership vote. We agreed that GovCo needs to have a process for developing a slate of candidates for an election in the fall.

GovCo members terms are as follows: One year (from Nov., 2016): Margaret, Neil, Anne, and Susan; Two years (from Nov., 2016) Vonnie, Todd, Ron, Jane

Hosting the viewing of Atul Gawande's villages talk on Sept. 25 – Jane

Eastside and Northstar Villages are interested in sharing a space with us for taking part in this event. Jane has contacted our Program Committee to ask them to investigate holding it at either McMenamins Kennedy School or the Hollywood Theater.

Hub Report – Jurie

The hub is working on transition support (as members need more services than a village can provide). Vonnie noted that the Membership Affinity Group already has developed procedures for this and will send them to Jurie. A villages table was staffed at Dr. Bill Thomas's talk earlier in spring.

Information session on villages for an international group – Jane

A group of gerontology professionals from Singapore will be visiting Portland in July, and has been in touch with Elders in Action. That group's president, Jo Herrigel, is president of Eastside Village and has asked if the visitors and well as representatives from the hub and any interested spoke villages could meet with the group at our office meeting space, from 11:00 to 1:00 on July 18th. Jane signed the group up for the meeting room and has asked if Margaret can attend as a rep from our village.

Meeting adjourned at 5:00 p.m.

Submitted by Jane Braunger, secretary