

NFLL Council September 2020 Meeting minutes

Monday, September 14, 2020 - 9:30 am Social Distancing WebEx meeting organized by Roland Tanner – chaired by VP Bob Dukelow.

## Attendees:

## Vice President: Bob Dukelow

Secretary: Diane Grogan

Treasurer: Gregory Master

Past Presidents: Marlin Fried, Daniel Taylor Curriculum: Ruth Brooks

Members-at-Large: Margo Heaps, Ron Schueman, Fred Searing, Allan Zisner

Volunteer: Cathy McGonigle

Social: Peggy Schulz

SS/Communications: P. Randolph

## Membership: Mary Boehlen

CC Liaison: Neva Hansen

Guests: Marie France Ganansia

**1. The August 2020 meeting was called to order at 9:34 am by B. Dukelow with a quorum present.**

**2.** A motion to approve minutes from the August 2020 meeting was proposed by D. Taylor and seconded by M. Boehlen. A motion to approve consent agenda was proposed by D. Taylor and seconded by P. Schulz.

**3. President's Report** – D. Taylor reported on MCC WebEx licenses for online classes. Three (3) people on presenter list have not yet responded. R. Brooks added that Sheila M. needs to be reimbursed for Zoom license for NF piano classes. (Discussion about reimbursement, and agreement to continue this issue outside of meeting time). Regarding NF member enrollment decline: there are currently 157 NF members, according to N. Hansen. M. Boehlen told of G. Kleeman's idea to split up the list of members who have not renewed, and make phone calls. M. Heaps stated that people she spoke to expressed difficulty in paying NF dues, and concerns about accessing online classes. D. Grogan agreed, and added that the NF fill-able form for enrollment works great. N. Hansen added that the form works very well, and several NF members have called her for assistance. N. Hansen reminded us to tell members they do NOT need Zoom or WebEx platform to attend online classes; they can just sign in. P. Randolph will obtain the list of NF members who have not reenrolled. B. Dukelow clarified the plan to call those members. N. Hansen suggested sending out the fill-able from again as it has been working. M. Boehlen asked about members dropping, and N. Hansen clarified that the systems drops those who do not pay dues within 24 hours of enrolling online.

**4. Treasurer's Report** – G. Master did not update the financial report as there were no significant expenditures. He will update it for next month. The bad news is that our enrollment numbers are down; the good news is we are not spending money. Money from the scholarship account has been moved and scholarships awarded. There is \$685. remaining in the fund from donations. G. Master

suggested adding \$315. to that amount and awarding another scholarship . A motion to move \$315. to the scholarship fund was proposed by D. Taylor and seconded by D. Grogan. All were in favor.

**5. Committee Report** – P. Schulz reported no news from Social Committee. R. Brooks reported that Curriculum Committee hopes all things are set up and ready to go. We will wait and see what happens. Rea Diaz is resigning as Gridmaster for Curriculum Committee as of December 2020. It is **urgent** we find someone to take over her duties. That person will need to know how to use Excel and OneDrive. P. Randolph added to the Support Services report. As soon as new members are added, P. Randolph will send out an email urging them to practice logging in to NF to register for classes before next Wednesday. M. Fried agreed to assist any new members needing help with registration. N. Hansen and M. Chambers will also assist.

**6. MCC Liaison Report** – N. Hansen reported that MCC fiscal dept. will not reimburse for Zoom license as it is an unauthorized commitment. *This type of scenario is descriptive of an unauthorized payment commitment. Approvals should be secured and payment records should be in place prior to this type of commitment being made.* R. Searing stated that expenses need to be preapproved. D. Taylor asked if we are able to purchase a Zoom license if we need to use Zoom. B. Dukelow added that years ago, we needed preapproval for expenditures. D. Grogan added that since we started discussing on line classes, we have been told that MCC does not support Zoom platform, only WebEx. As students, we have access to MCC WebEx account.

**7. Old Business** – WebEx is the standard for NFLL. R. Brooks asked about people who are confused using WebEx, and want to use Zoom. A discussion ensued. Presenters may use what they wish for presentations. If they are NF members, they have access to MC WebEx, but will not be reimbursed for purchasing a Zoom license. If presenters are not NF members, they may use whichever platform they prefer. M. Fried and D. Grogan are both facilitating classes for non-NF presenters who are using their personal Zoom accounts for NF classes.

**8. New Business** –D. Grogan reminded everyone to register for NF classes on Wednesday. F. Searing asked if, in response to declining membership, we should review the budget plan so that we are able to meet expenses. G. Master asked to wait until the membership numbers are in. G. Master stated that the biggest expenses are for social activities – which are currently suspended. The major expense will be next spring for ProClass, and we do have a reserve. F. Searing asked to put the item on next month's agenda. M Fried asked if we would consider adding online games to our NF class schedule. D. Grogan asked about the existing NF “games” class. M. Heaps stated that R. and S. Riley facilitate the NF games classes. The classes are more social than game playing. The game was the excuse to fill the social need. M. Fried agreed that the online games must be social in nature. D. Grogan asked to table the discussion until after we get through fall registration, and the calling of members who have not reenrolled.

**9. Discussion Items** – Membership committee – idea to call NF members who have not reenrolled. P. Randolph will generate the list and send it to M. Boehlen. M. Boehlen will split up the list and send to Council members who will make phone calls. Payment /reimbursement for software – A. Zisner asked to look into MCC purchasing Adobe suite Dreamweaver for the NF website. He quoted \$20. monthly for the first year. N. Hansen asked A. Zisner to send her the proposal and pricing. Meetings for

remainder of 2020 – D. Grogan asked if we needed to hold meetings in November ad December. In the past, it has been difficult to find a meeting location when Veterans' Day is on a Monday and the library is closed. That is not an issue now, of course, with social distancing and online meetings. R. Brooks asked to meet during November and December because those are busy months for curriculum, and they may need Council's assistance. B. Dukelow suggested we go on a month by month basis and see what happens.

Meeting was adjourned at 10:40. Next Council meeting is Monday, October 12, 2020. Minutes respectfully submitted by D. Grogan.