

Learning Unlimited
Board of Directors Meeting
Minutes
Oct. 7, 2021

Present: John Willson, Deb Forsyth–Petrov, Rich Bailey, Len Klochek, Janice Manias, Judy McCormick, Yash Sthankiya, Roger Tessier, Rosemary Tessier, Glenn Yaffee.

Regrets: Audra Hudek.

1. **Call to Order:** 11:00.
2. **Motion:** Approval of the minutes of the Sept. 2, 2021, Board meeting.
Moved by Glenn, seconded by Deb. Approved.
3. **Correspondence**
There was no correspondence.

4. **New Business**

4.1 **Website**

Roger tabled a discussion paper on the future of the LU website. The Board must eventually define what LU needs for functionality plus marketing to our potential audience. We must also decide how much technical expertise will be required of present and future Board members. At present, Roger and Len have software experience, Deb has worked on user interface issues and Yash has experience defining user needs. The future in terms of our need for Board technical expertise is hard to predict.

Roger has looked at Word Press and it is good for content management. When Aborg developed our website, the focus was on a complex registration system and this was achieved. Now we need to look beyond that requirement to develop a website to address other needs.

There are other platforms available for our evaluation, but we need to define our needs first. Roger suggested we strike a sub-set of the Board to evaluate other platforms in light of probable future needs. These needs should be defined by the committee chairs. Roger will chair an ad-hoc committee which will include Judy, Deb, Len and Yash. They will confer before the next Board meeting.

The central question of a return to Fairfield was also raised. Past experience has demonstrated that finding another suitable space would be very difficult. Len pointed out that the Fairfield auditorium is now hard-wired for our needs.

5. Treasurer's Report

No report was tabled but John Willson gave a verbal report. He is meeting very soon with John Page to finalize the transfer of duties. The necessary papers are finally being signed at the bank. John W., Deb, Yash and Rich will have signing authority for cheques.

John W. reported LU is meeting all its expenses and we have a reserve for the foreseeable future.

Lu has a policy of maintaining enough of a cash reserve to cover one year's expenditures. We have somewhat in excess of this at present and should consider appropriate uses of the excess. However, since we are uncertain of our future revenues and expenses, this is not a good time to divert any of our reserve.

6. Committee Reports

6.1 Technology

Len tabled this report. Roger has had a rehearsal with Dr. Wood and Loretta Fines. Len has completed a rehearsal with Bob Bryden and Deb. Neil Kirby will rehearse with Dr. Davis, John and Judy soon.

6.2 Curriculum

Judy tabled this report. MC's have been assigned for the Fall series and a generic script for the MC's has been created. The MC on Remembrance Day will include an appropriate tribute at the start of the lecture.

One speaker for the Winter series has withdrawn, but a replacement should be lined up by the end of the weekend. Payments have not yet been made for all of the winter 2022 speakers, but course outlines should be ready for posting on Nov. 1.

Long-time Curriculum Committee member Pamela Guy has resigned after serving for 20 years. The Board will send her a letter of appreciation.

Signed Copyright Waivers are on file for the Fall courses and 2 of the Winter 2022 courses. Deb is reviewing the waiver to make it sound less legalistic and presumably less intimidating. A group from TAN is also working on a copyright letter. This would lead to all lecturers dealing with a TAN organization making the same copyright representations. Deb will ask what TAN's probable timeline would be. Judy would like to get all the waivers signed for the Winter series in early November.

6.3 Registration

Yash tabled this report. Registration for the fall opened on Sept. 14, 2021. The total number of registrants by Oct. 6 was 408. As of this meeting, a day later, the total was 423. This compares reasonably with the totals for Fall 2020 (476) but not Winter 2021 (731).

Thanks to changes made by Roger on the website and Len on the registration process, the Registrar has received many fewer emails compared to the days at Fairfield.

We have a list of members who registered for Fairfield classes. We also have a list of Zoom registrants. We have no plan at present to arrange to merge the lists.

Deb estimated we lost around 45% of the original membership when we moved the lecture series to Zoom. We cannot determine how much of this loss would be due to sharing the links. Since there is no need for registrants to hail from a small geographic area now, there is competition between organizations to market their lectures to a much wider audience.

We should discuss the hybrid model and the financial implications at the November Board meeting. Len agreed to send costings for technical implementation of the hybrid model to the Board and John will attempt a calculation of additional costs for in-person attendance.

6.4 Social

There was no report.

6.5 Third Age Network

Deb attended a TAN workshop on socialization aspects of TAN organizations using Zoom. Some Tan members have tried but the need for volunteers generally limits the attempts. Socialization is supposed to be part of our mandate, but it requires in-person activities. We could do a survey after the first few lectures this fall to find out how many would be interested in returning to Fairfield in January. Len will check again with Fairfield about capacity.

Rich suggested we ask the Mississauga group about their set-up and the approximate age of their members. This raised the issue of whether our privacy policy is adequate to protect members' privacy. Our policy is consistent with legislation in Ontario, but since we have registrants across Canada and even internationally, we could encounter problems. Rich will look into this matter.

We do have liability insurance and we have the waivers signed by the lecturers.

7. Next Meeting:

The next meeting will be on Friday, Nov. 5, at 1:30 p.m.

8. Adjournment: 12:35 p.m.