

TSO Council Minutes

November 16, 2016

President Edie Heppler called the meeting to order at 3:45 p.m.

Present: Edie Heppler, Arlene Turner, Jordan McCabe, Chris Steele, Jerry Harkleroad, Joanne Gainen, Diane Kester, Brian Leyton

Absent: Chuck Kimbrough

Guests: Kathy Shoemaker

October 19, 2016 minutes approved by consensus.

President's Report, Edie Heppler

Met with Chris Ma, Rachel Ashbaugh Program Manager. Laurie Phillips and Chris Steele to discuss Angela's departure, and the future staffing for TELOS programs. This was a very positive meeting, and the intent is to hire a full time person to replace Angela. However, until there is a new dean in position, there is a hiring freeze, so temporarily they will have Laurie in the lead position with an admin assistant to start very soon.

ValPak Ad: Al Lewis, VP, was approached by Lake Washington Institute of Technology, because ad was infringing upon their legal territory to promote. After some back and forth with our local marketing department and with Faisal (who had approved the ad) it was determined that we should try and pull the ad. Edie called Val Pak and it was not timely and it was determined that we would call the school and apologize; that is in the works. Going forward our ads cannot include marketing the classes. Hopefully we can reach an agreement with Lake Washington and Cascadia to promote TELOS in their territory, since they do not have a program to reach our community,

Faisal and Angela are coming to the holiday party; this will be an opportunity for us to share our appreciation for their important help in growing the TSO.

Vice President's Report Not in attendance

Secretary's Report Jordan McCabe

Jordan finally figured out how to handle the committee minutes.

Those committees meeting later in the month than the Council Meeting will send Jordan the draft of the previous meeting's minutes to be distributed for discussion by the council. When the draft is approved, Jordan will forward the minutes to Virginia for the Website.

The December 2 C&W is fully booked.
The December 1 political panel is fully booked.

87 people have signed up for the Holiday Party so far.

Treasurer's Report Arlene LaTurner

As of Monday, no new reports were available.

Chris Stoynov reported only two activities on the account:
\$ 265 for Bellevue Reporter Ad and
\$480 refund to Jerry Harkleroad for Holiday Party.

Previous Balance \$10,099.36 Current balance \$10,248.66

Program Manager Report Edie Heppler

- 54 classes are being promoted by TELOS, BCCE, and three of those are being promoted by the City of Bellevue to be held at the new Bellevue Boys and Girls Club.
- Three new instructors are being interviewed for new Spring classes.
- A 3rd Views of News by will be presented by Carla Barnes for Winter quarter.
- A 2nd balance class by Irene Pasternak is scheduled for Winter quarter.
- An additional drawing class is also scheduled.

Classes start January 3, 2017
Class preview December 6

Curriculum: Chris Steele

Please refer to the committee minutes.

A few new people have joined the committee; many new interim opportunities are on the docket and it should be a full December for all.

Marketing: Joanne Gainen

- New Brochure for new students is being proof-read. (It looks great).
- Jerry Harkleroad has suggested an amendment, but it might be too late. Brochure should be ready for distribution for winter classes.
- Event at Crossroads will be held November 30 from 12-2. Please come and support the folks at the table. We'll have a new class listing, for TELOS only, available to hand out, also TELOS pens/cups.
- We'll have a table at the Overlake Senior Fair. There'll be no additional information from organizers before January.
- Village event December 16: Spirit of Giving.

Events: Bryan Leyton (Jerry is on vacation)

- Sign-up sheet for volunteers at the Holiday Party is going around the council, please sign up for decorations, lighting, and clean up at the VFW hall. The hall is rented from 9 – 3.

Steve Denison will be in charge since both Bryan and Jerry will be out of town.

- Arnold Kern is not available to head the 2017 election committee, so Events is actively looking for a new person to head up that effort.
- Future Holiday flyers, etc. must have the BCCE logo and nondiscrimination clause.

Strategic Planning: Jim Cushing

Met with Edmonds Community College for the 2nd time. They were very impressed with our facility and were open to sharing information. CRI is much more involved in the hiring and interaction with the program manager. They are responsible for their classes from start to finish, including the location and the hiring of the instructors. However, they run many fewer classes than the TELOS program, and it is essential to TELOS, at least for now, that most of this be the responsibility of the BCCE staff. We are hoping for a more collaborative effort going forward.

Old Business

- **Spain trip** proposal by Kristi Busch: The TSO wants to encourage Kristi to teach a class on medieval Spain and coordinate a tour from that.
Resolved by unanimous vote: The tour will not be organized by TSO; insurance and red tape being the primary reasons.

- **Council election**, council members are encouraged to glean, from our population, members who would participate on the council.
- **Scholarship issue:** Faisal has met with Paul Favel who continues to be reluctant; currently Paul is awaiting an audit. Faisal continues to pursue the scholarship on our behalf, and the Strategic Planning committee is also pursuing this effort.

New Business

- Some people have been charged double for the \$5.00 TSO fee when they signed up for a class plus an extension; they are encouraged to call customer service to resolve this.

Arlene Turner will drop off some info about the Destroyers Seminar at the local VFW.

Meeting Adjourned at 4:45 p.m.

Respectfully Submitted,
Jordan McCabe
Secretary