



CLASS Board Meeting Minutes

Date: Monday, February 7, 2022

Time: 1:30 P.M.

Zoom Meeting Link: <https://us02web.zoom.us/j/84540660928?pwd=S3F6V2tIT25XRThLY2hUSFp1Nk5Jdz09>

Meeting ID: 845 4066 0928

Passcode: 148624

Meeting Facilitators: John Slade and Scott Olson

In Attendance

John Slade

Ali Lukin

Julia Wolfe

Scott Olson

Tracy Shimek

Diane Graham-Raff

Michelle Hubbard

Lynn Amon

Kate Goebel

Katie Everett

Welcome and Introductions

- Brief welcome and introduction by Co-President John Slade

2022 New Board Introductions

Welcome to the new board and leadership!

- Check-in from each board member and community liaison attending.
- Check-in questions
 - What would you like to accomplish in 2022 yourself, either personally, professionally, or both?
 - What would you like CLASS to accomplish in 2022?

Tracy Shimek with City of White Bear Lake

- Significant change at the city with a lot of big projects and ending and new big projects beginning
- Building on the momentum with new members in place and growing advocacy

Michelle Hubbard with WBLAS Community Education & Recreation

- Wants to keep the momentum going with the senior adult programs
- New programs are being developed and continue to grow (i.e., Food Trucks)
- Learn about what CLASS does and how it can be incorporated into the Senior Center

Lynn Amon with 2nd Half with Lyngblomsten

- Starting a new partnership with the Faith Community Nurse Network, virtually 1st quarter, in-person 2nd quarter

Julia Wolfe with Ramsey County Public Health

- March 22nd – Presentation on Age-Friendly Community to County Board of Commissioners
- Monthly Meeting: St. Paul Mayor's Advisory County on Aging Co-Op – working to develop a brief, high level directory of services for St. Paul

Diane Graham-Raff with Trellis

- Works with providers to build their sustainability in areas including Senior LinkAge Line, Return to Community, Prescreening for nursing home facilities, and grant writing
- April 1st – Live Well at Home Grants

Ali Lukin with City of New Brighton

- Creating new programs for active senior adults
- Getting ready to go on maternity leave
- Wants to figure out how we can get our message out to the community about the efforts and advocacy of CLASS



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Kate Goebel with Kate's Musical Memories

- Working on connections and growth via networking through CLASS

Katie Everett with City of Vadnais Heights

- Working on Spring Newsletter
- Knowing the network of resources available is helpful for seniors in the community

Scott Olson with NewTrax

- Happy Birthday Scott Olson!
- NewTrax has thrived during COVID, despite difficulty keeping and hiring drivers
- Looking forward to finding out how transportation can serve our community
- CLASS works at empowering Senior Service Providers and hopes to be the go-to for service providers and seniors
- Hoping to have more CLASS events to help bring people together

John Slade with MICAH

- Gratitude for the work done during the pandemic by Scott and Kate.
- Appreciation for the efforts of members before COVID that laid the ground of CLASS
- Looking to build relationships and have conversations
- Wants to continue our Education and Advocacy work with CLASS

New Business / Discussion

February 16th – Lunch and Learn

- Slade and Grey presenters
- Outreach for attendance and promotion – send email out to CLASS Networking email list

Executive Team Reports

Co-President Scott Olson

Items in Process:

- 2021 tax preparation for CLASS (Scott & Cindy)

Need assistance from current board members to assist with the following:

- Organizing Networking Meetings (coordinator role?) (Scott plus)
 - Assist with sending out email invitations, updates, etc.
- Grant Writing assistance with President
 - Christine and John and Scott and Diane
- Lunch and Learn coordinator
 - John plus committee for speakers
 - Ali Lukin volunteered to assist following maternity leave (returning in late May) – send email to personal account while on leave: alilukin@hotmail.com
 - Katie Everett volunteered to assist, specifically with event-related items or questions (colleague going on maternity leave that will mean limited time to assist)
 - Lynn Amon to provide language for new and renewing members for the CLASS 2022 membership drive
- Educational Planning Development
 - i.e., Speaker for Affordable Senior Housing
 - Bring ideas to board for topics, identify potential speakers or forums for presentation
- Represent CLASS at other groups



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- Identify a board member(s) to attend Ramsey County Age-Friendly meetings and report back to board about initiatives
- Julia Wolfe will provide a brief update of the Ramsey County Age-Friendly Initiative
- Need to get a MICAH rep to report monthly on CLASS to MICAH

Treasurer – Michelle Hubbard

- Review financial statements
- Michelle Hubbard, Kathleen Tuckner, and Scott Olson meeting 2/11 to talk transition
- Meeting with bank following week

Secretary – Kate Goebel

The minutes are posted on the website and sent out with the link to the video on our website from the meeting to the board.

- [2021 Board Meeting Minutes](#)
- [2022 Board Meeting Minutes](#)

Old Business / Discussion

Grant Writing/Fundraising

- What do we need for 2022?
- What are we spending on our freelance costs? (Under 4K in 2021)
- What do we need if we are doing community presentations (i.e., Lunch and Learn) going to Manitou Days, etc.

Budget for 2022

Schedule separate budget meeting: Katie Everett, Scott Olson, John Slade, Michelle Hubbard

- Come up with a draft operating budget, goals, etc. to present at the next board meeting
- Who will be part of this discussion?
- Potential for in-person events if COVID allows and would need to identify costs for community presentations
- Put together a Plan A and Plan B budget for in-person vs. virtual program needs
- Potential discussion for membership rate increase
 - Compare the work and offerings of St. Paul Senior Workers: <https://stpseniorworkers.org/>

Dates For 2022

Networking Event Dates:

- Wednesday, January 12, 2022
- Wednesday, March 9, 2022
- Wednesday, May 11, 2022
- Wednesday, July 13, 2022
- Wednesday, September 14, 2022
- Wednesday, November 9, 2022

CLASS Board Meeting Dates:

- Monday, February 7, 2022
- Monday, April 4, 2022
- Monday, June 6, 2022
- Monday, August 8, 2022
- Monday, October 3, 2022
- Monday, December 5, 2022

CLASS “Lunch & Learn” Dates:

- Wednesday, February 16, 2022
 - Speaker: John Slade – Housing
- Wednesday, April 13, 2022
 - Speaker: Julia Wolfe – Age Friendly
- Wednesday, August 17, 2022
 - Speaker: Scott Olson - Transportation
- Wednesday, October 12, 2022
 - Speaker: Lynn Amon – Dementia Friendly



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CLASS 2022 Current Roster

Executive Team

- Co-President: John Slade - MICAH
- Co-President: Scott Olson- NewTrax
- Treasurer: Michelle Hubbard WBLAS Community Education and Recreation
- Secretary: Kate Goebel- Kate's Musical Memories

Community Liaisons

- Tracy Shimek- City of White Bear Lake
- Dianne Graham-Wrath- Trellis
- Julia Wolfe- Ramsey County Public Health

Board of Directors

- Katie Everett – City of Vadnais Heights Recreation
- Lynn Amon-2nd Half with Lyngblomsten
- Kristine Sundberg- Elder Voice Advocates
- Ali Lukin – City of New Brighton
- Elyse Ruiz – AARP

Announcements

Upcoming Events

Lunch and Learn

- Wednesday, February 16, 2022 – Noon
- [Lunch & Learn Zoom Link](#)

Quarterly Networking Meeting via Zoom

- March 9, 2022, 8:30 AM – 10:00 AM
- [Networking Meeting Zoom Link](#)

Next Meeting

- April 4, 2022, 1:30 PM
 - Zoom link will be sent out prior to meeting or can be found on the CLASS website under [Education & Events](#)
- The meeting agenda will be distributed a week prior to our next meeting. Please review your sections, update materials, and return to CLASS.executiveteam@gmail.com in advance of our meeting. All Zoom meetings are recorded and uploaded to the CLASS website under [Board Meeting Minutes](#)