

**October 12th
Commission Meeting
Nashville Community Education
Main Office**

In attendance:

Commission Chair: Edward Hantel
Commissioner: Matia Powell
Commissioner: Laura Moore (by phone)
Commissioner: Bernard Pickney

Staff:

Mary Beth Harding, Executive Director
Imelda Alamilla, Program Coordinator
Joshua Hill, Administrative Services Officer

Call to order:

4:04 pm by Commission Chair Ed Hantel

Public Comments:

N/A

Action Items:

N/A

Announcements

New Commissioner:

- Mary Beth presented the credentials of new Commissioner, Karla Coleman Garcia. She will be appointed by Metro Council on Oct 18th, 2016

LERN Conference:

- Mary Beth has submitted the award application for LERN for catalogs and programming.
- Imelda Alamilla and Joshua Hill will be attending the LERN Conference in Baltimore, MD - Funds from the travel fund and a small amount from the reserve fund will be used.
- LERN will be a great opportunity for professional development and to learn trends of community education to better our program.

Spring Schedule:

- Imelda gave a list of some upcoming classes. Exciting classes included: classes led in Spanish, recycling class, drawing class, Public Library will teach computer classes and Microsoft classes, CPR and First Aid class.
- Mary Beth talked about a possible 6 week Spanish class for MNPS teachers. These would be language classes with special emphasis on vocabulary useful to educators.
- Martha O'Bryan has asked for classes to be below \$25. Mary Beth and Imelda will try to schedule more affordable classes at this location.

- 501c3 - Ed asked about certificate for instructors who teach free classes (tax deduction). Mary Beth will look into if there is interest with instructors for this.

Discussion Items

Review of current FY17 Budget:

- Well below expense budget. Over half of revenue budget.
- Used \$2500 from reserve for broken fans in the gym, sewing machine, and LERN conference.
- Mary Beth will present purchases over \$1000 to the commission for approval

Review of current FY17 Enrollment as of 10/1:

- 875 students – enrollment is up
- 19% cancelation class - lower than last year
- Age demographics have changed: 20-35 year olds and 65+ are now our two largest demographics.

Scholarship Fund:

Mary Beth talked about the possibility of starting a scholarship fund for those who struggle with paying for classes. News Channel 5 is reaching out to some of the larger local businesses about donating money for a scholarship fund and advertising. Final proposal will be presented for vote at December meeting.

Spring showcase:

Mary Beth talked about the new Spring Showcase January 10th, 5:00pm-8:00pm. Teachers and former students will be doing demonstrations in classrooms. Examples would be fencing in the gym and Oil Painting in studio.

Ed asked about advertising. Advertising will be done in the same places that the Open House was advertised...Social media, catalog, print ads, East Nashvillian.

New class locations:

Ed asked about continuing to expand locations: Mary Beth has already been looking into this and is focusing on the North Nashville area, possibly Madison at Amqui Station. New locations will be added once other locations are running more smoothly. Matia mentioned reaching out to local council members and Mary Beth has already talked with Nancy Van Reese

Vacation and Sick Accrual:

No comments.

Motion to adjourn: Commissioner Matia Powell motion to adjourn. Seconded by Bernard Pickney. The meeting was adjourned at 4:40pm.

**Next Meeting – Wednesday, December 14
Cohn School
4:00 pm**