



*Tellico Life Board Meeting
November 7, 2022*

Agenda

- Action Items
- Financials
- GSBB Clubs Update
- Publicity
- TellicoLife Strategy and Focus for 2023
- TLife Leadership Change
- Planning for 2023
- Wrap up

Action Items

- Ginger to send KC a reminder of when we want to send the 2nd communication to clubs that have not responded their intention to stay with Tellicolife.org in 2023 *** DONE – Email sent
- KC: Make sure Help videos get recorded. *** DONE – Link Included in packet
 - How to Join
 - How to update your profile
- KC/Beth/Ginger/Lindsey will set up time to go over the back-end administration of Memberclicks and what Beth's team could do for the GSBB clubs. *** First meeting held
- KC: Document how we would change the admin rights to cover the various roles *** DONE - Included with meeting packet
- KC/Ginger: Determine if could we develop a form that would load a simple event for the end-user.
- KC: Will talk to Mark Pantley after the Orientation and show the suggestion of splitting the VP of Technology from Tellicolife Lead. *** DONE – Documents included in packet
- KC will contact the various boards (HOA, NV, TVCUC) and set up time for review, responsibilities with regard to Tellicolife.org. *** DONE NV 10/27, TVCUC 11/8, HOA 12/12
- Start to develop a list of requirements that could be used for discussion with Personify-MemberClicks or other software vendors. *** Need more discussion

Financials

TellicoLife Financial Worksheet - 2022

Organization	2021 FINAL	2022 Forecast	2022 Payments
Actual/Forecast Income	\$ 9,545	\$ 10,208	\$ 10,208

- All invoices have been paid
- Current Subscriptions (51):
 - Platinum – 6 (at max)
 - Gold – 3 (no limit)
 - Silver – 20 (no limit)
 - Bronze – 16 (no limit)
 - Blue – 6 (no limit)

Net Income/Expenses	2020	2021	2022	2023 Forecast
INCOME				
Subscription Income	\$ 8,560.00	\$ 9,665.00	\$ 10,207.50	\$ 10,445.00
EXPENSES				
MemberClicks January Invoice	\$ 7,491.00	\$ 8,505.00	\$ 8,930.25	\$ 9,376.76
8/28 Invoice for over 10,00 Profiles (Pro Rated)	\$ 753.55			
Good Will Credit (Applied to 2020 Invoice)	\$ (377.50)			
Zoom - 1 year		\$ 163.39	\$ 163.39	\$ 163.39
Vistaprint - Rack Cards		\$ 190.20	\$ 149.40	\$ -
GoDaddy Webhosting related expenses	\$ 376.08	\$ 131.27	\$ 192.96	\$ 31.00
Total Expenses	\$ 8,243.13	\$ 8,989.86	\$ 9,436.00	\$ 9,571.15
NET INCOME / (EXPENSE)	\$ 316.87	\$ 675.14	\$ 771.50	\$ 873.85

Total accrual projected through 2023: \$2,637

GSBB Clubs Update

Financial Year Processing:

- A 2nd Request Email was sent to those who haven't responded to our first request asking if the club would be with us in 2023.
- To Date:
 - 4 clubs responded to the 2 nd request.
 - 78% have responded to both requests
 - 1 club responded with a "No" (Top Notes)

Bocce:

- Discussed various options available on 9/27/22 with Teena Risley. Expected to have the club up and running in early October. Have not heard from them.

Event and Web Page Change Processing

- Event processing is running about normal.

E-Lists:

- TV-Hikers reported that they sent out an email to the Elist and it did not go. KC put in a request to have the E-List fixed. I believe it is fixed. Not sure Memberclicks was very communicative on the issue.

Publicity

- **TellicoLife video update**

- Scripts rewritten for 'How to Join' and 'How to Update Profile'
- Videos recorded and uploaded to YouTube:

[Join TellicoLife](#)

[Edit your TellicoLife Profile](#)

TellicoLife Strategy and Focus for 2023

- Strategy
 - TellicoLife features to be included in requirements for new POA system(s). Beth Kuberka is leading this effort.
- Tactical Focus for 2023
 - Make Calendar available to more clubs
- Gather updated requirements in order to meet with Personify and evaluate other vendors
 - Need someone to take the lead on this
- Goals for 2023

TLife Leadership Change

Current job of HOA VP of Technology is a lot for one person

For 2023, there will be 2 distinct roles:

- HOA VP Technology: Bob Bilodeau
- TellicoLife Lead: KC Babb
- Descriptions included in packet

Strategy needed to find a new TellicoLife Lead for 2024

Planning for 2023

- TLife Board representation
 - New board members should be invited to remaining 2022 meetings
- TLife Leadership
- Training for 2023
 - New members of HOA, NV & TVCUC boards
 - Request to schedule BEFORE the new boards are seated if possible
 - Separate training needed for any new treasurers
- Privacy Policy Forms will be online again for 2023. All NEW users will need to submit one. Info will be sent out in December
 - All new HOA and NV Event Coordinators and Board Members will need to complete the form.

Wrap Up

- Questions?
- Issues?
- Action items?

New Action Items

- KC needs to talk to Ginger about the form action item
- Goal: Evaluate Treasurers' responsibilities in TellicoLife. Is time well spent and what do they really need to do.
- Larry will take the lead on requirements gathering. Ken will be on the team. Larry will reach out to the clubs.
 - Need to really define what we are looking for before we recruit people.
- Let KC know if you have things that should be added to the newsletter.
- Look at the TVCUC website to link to new videos.
- KC to create the Login Video. Include info that you don't need to login unless you are going to sign up for an event or join a club.
- Reach out to NV & HOA Membership VP's to address bounced email addresses
- KC & Beth need to have a follow-up meeting to talk about how to bring more clubs on to Tlife.
 - Simple calendar entries could link to club or organization's website...for example some of the events listed in the Tell-e-gram which are not currently on Tlife would be prime candidates.
- Larry is adding 'help wanted' for TellicoLife lead and admins to monthly newsletter. Could add TellicoLife to the list. NV & HOA requested to consider as well.
 - NV used a survey to identify specific skills and volunteer possibilities. We should leverage the NV to help with recruiting.
 - KC to work with NV to find time to present and also have a table at the socials