

Jan 9, 2024

**APPROVED MINUTES OF THE MEETING  
LIFESPING BOARD OF DIRECTORS  
January 9, 2024**

**PRESENT**

Susan Poretz, President  
Natalee Rosenstein, Vice-President  
Maureen Bybee, Secretary  
Peg Nau, Treasurer  
Laura Phillips, Registrar & Task Force for Online Learning  
Connie Cuttle, Curriculum Committee Coordinator  
Prudence Garcia Renart, Events Committee Coordinator (Starr Zoom)  
Susan Davis, Membership Coordinator  
Betsy Mills, Program Support Co-Coordinator  
Maureen Huben, Hospitality Coordinator  
Lee Gable, Member-at-Large and Class Managers Coordinator  
Diane McDowell, Member-at-Large  
Anne Miller, Member-at-Large  
Lydia Edelhaus, Member-at-Large  
Rich Davis, AV Coordinator  
Colleen Greco, Lifespring Member and Senior Education Committee Member

**ABSENT**

Leslie Surprenant, Member-at-Large

Susan P called this regularly scheduled online meeting of the Board to order at 9:31 a.m.

- A. Approval of the Minutes: December 12, 2023 Anne with a second by Maureen H. made a **MOTION to approve** the previously distributed Minutes of December 12, 2023. Without discussion, the MOTION was approved unanimously.
- B. President's Report and General Updates:  
Susan P shared a complimentary note from Bruce Magnuson our most recent Winter Presentation Presenter.
- C. Old Business
  - a. Ad Hoc Subcommittee for Strategic Planning: Update reported by Natalee the Subcommittee Chair.
    1. Natalee made a **MOTION** with a second by Laura to approve sending the previously distributed email announcing the upcoming

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changes in leadership structure to the membership within the week. Without discussion, the **MOTION** was approved unanimously.

- b. Update on Bylaws reported by Natalee
  1. Natalee reported that the Bylaws Committee expects to submit the proposed Bylaws revisions in time for a Special Meeting of the Board on February 6, 2024. This Special Board Meeting with SEC members in attendance is to discuss the proposed changes to the bylaws. Natalee noted that these revisions are only those needed to implement the changes in our leadership structure and are not a full scale revision of the Bylaws. Voting on these revisions will take place later in the month at the February 13 Board Meeting.
  2. Susan P remarked that in order to meet the planned time frame for transition the Board will also need to appointment a Nominating Committee at the Board meeting on Feb 13<sup>th</sup>
- c. Sharing material with members of events sponsored by other local LLI's. This item was requested by Member at Large Leslie Surprenant. It was tabled in November and is postponed again until our February 13 meeting.

#### D. New Business

- a. Raise for Anna Landewe

Anne requested a raise for Anna Landewe who works with our Publications Coordinator to publish our catalogs and administer our website. Anne reported that Anna's current salary is \$35.00 per hour which is low for the region. Anna averages 57 hours of work per year. A discussion supported the raise and acknowledgement of both Anna's professional and personal attributes. Laura made a **MOTION** with a second by Anne to approve a raise for Anna Landewe to \$50 per hour retroactive to Jan 1, 2024. **The MOTION carried unanimously.**
- b. Replacing Member at Large

Susan P noted the need to identify and appoint someone to complete Lee's term as a Member-at-Large which runs until July 31, 2025. Board members were asked to speak with potential candidates and bring names forward to Susan P for consideration for approval at the next Board Meeting.

Diane made a **MOTION TO ADJOURN** with a second by Maureen H. Without discussion the **MOTION WAS APPROVED** unanimously. The meeting was adjourned at 10:03 A.M.

Maureen G. Bybee,  
Secretary

**NEXT MEETINGS:**

**SPECIAL ONLINE MEETING OF THE BOARD:** February 6, 2024 at 9:30 am

Regularly scheduled online Meeting on February 13, 2024 at 9:30 am

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**AGENDA**  
**BOARD OF DIRECTORS**  
**January 9, 2024**

**A. Minutes: December 12, 2023**

**B. President's Report and General Updates:**

Compliments

**C. Old Business**

1. Ad Hoc Subcommittee for Strategic Planning: Update (please read the proposed email to members from the Strategic Planning Committee).

2. Update on Bylaws re:

a. Special Meeting on Feb 6<sup>th</sup> 2024 and

b. Appointment of Nominating Committee at Board meeting on Feb 13<sup>th</sup>

3. Sharing material. This item was requested by Member at Large Leslie Surprenant (was tabled in November and might be tabled at this meeting)

**D. New Business (Looking Forward)**

1. Raise for Anna (Discussion)

2. Replacing Member at Large

**NEXT MEETINGS:**

February 6, 2024 (on zoom) at 9:30 am

February 13, 2024 (on zoom) at 9:30 am

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## REPORTS TO THE LIFESPING BOARD MEETING for January 9, 2024

**PRESIDENT:**

This report is for the first Board meeting of 2024 and I must say I am quite pleased with the “state” of Lifespring at this writing.

We had a very successful fall semester, our catalog for the spring is being worked on and the cc is hard at work planning for classes for fall 2024. For the year 2023-2024, we reached an all-time high for membership and the Committee Chairs actively fulfilled their various roles – NOTHING NEGATIVE TO REPORT!

I just submitted my “retirement” letter to the membership and the Moving Forward Committee is beginning a by-laws revision –with substantial changes to/in our Board organization.

Wishing all a healthy and happy new year!

Susan Puretz, President

**VICE PRESIDENT:**

No report as VP. See Strategic Planning and Bylaws *ad hoc* committees below

**TREASURER:**

<b>TREASURER’S REPORT December 2023</b>				
		<b>Balance Forward</b>		<b>\$24,831.89</b>
<b>Date</b>	<b>Amt Rec'd</b>	<b>Received From</b>	<b>Notes</b>	
12/29/2023	\$42.28	Interest		
<b>Monthly Income</b>	<b>\$42.28</b>		Interest	
<b>EXPENSE</b>	<b>Amt</b>	<b>Payee</b>		
12/8/2023	\$111.96	1415 Laura Phillips	Zoom and Google	
<b>Monthly Expense</b>	<b>\$111.96</b>			
		<b>Ending Balance</b>		<b>\$24,762.21</b>

Peg Nau, Treasurer

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**REGISTRAR AND TASKFORCE COORDINATOR:**

Registration and Taskforce Report for Lifespring Board Meeting January 9, 2024

The second Winter Presentation Island Lore: Shipwrecks, Mayhem, Lighthouses and Photography off the NE Coast with Bruce Magnuson- was Wednesday, Jan 3, 2024 at 11:00 am. The total registered was 109 and of that number 16 were guests and 93 were members. Of the 16 guests, 12 said that a Lifespring member had told them about the presentation and 1 saw it in the Kingston Freeman. The actual attendance was 69, not including the presenter.

The catalog for the February Mini-Courses is scheduled to be sent to members and the interest list on January 8. Registration begins then for our Wednesday Mini Courses on February 7 and February 14. Registration closes Monday, January 22.

Due to scheduling conflicts, it was difficult to schedule taskforce hosts to cover the Winter Presentations and mini classes. We have two LS members in host training and I hope to have them cohost during the upcoming winter classes and presentations and have more hosts available for fall 2024.

Laura Phillips

**TOWN OF SAUGERTIES SENIOR EDUCATION COMMISSION**

As Chair of the Town of Saugerties Senior Education Commission for Lifespring, I am reporting to the Lifespring Board that the Commission met in Town Hall on December 13, 2023. All five members of the Commission were present as was Leeanne Thornton, the Liaison from the Town Board to the Commission.

I'm attaching the revised Guidelines for 2024 that the SEC approved at that meeting. Because Lifespring must continue to function under the existing Bylaws until the new Bylaws are adopted by the membership and take effect in Mid-May, there were no significant changes to the Guidelines. The SEC will meet again after the Lifespring Membership approves the new Bylaws. At that time, we will take action to review the Bylaw changes and revise the Guidelines as needed.

The meeting notes from December 13, 2023 and the 2024 SEC Guidelines for Lifespring have been approved by all members of the SEC and were submitted to the Town Clerk, the Town Supervisor, the Town Liaison, and will be included in the Freedom of Information Law files.

Any questions or comments are always welcome.

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Thank you,  
Susan Davis, SEC Chair

**REVISED SENIOR EDUCATION COMMISSION GUIDELINES**  
**December 13, 2023**

In order to ensure the continued success and high level of achievement that Lifespring has attained, the Senior Education Commission of the Town of Saugerties assigns the responsibility for the smooth and continuing operation of Lifespring to the members of the LS Board of Directors from January 1, 2024, through December 31, 2024 or until such time as the bylaws of May 17, 2022 are amended and approved by the Lifespring membership.

1. This will include the electing of officers, members-at-large, and appointing Committee Coordinators (full and ad hoc) as outlined in the LS Bylaws amended and approved on May 17, 2022.
2. The Lifespring Board will be responsible for overseeing the daily operations of Lifespring.
3. Policies and procedures as established by the Lifespring Board shall remain in effect.
4. The Lifespring Board of Directors will keep the Senior Education Commission informed of the status and operation of Lifespring by providing the Commission and the Town Board Liaison with copies of the minutes of all official Board meetings, LS catalogs, newsletters, etc.
5. The Senior Education Commission reserves the right to review and approve any proposed By-Law changes, to approve any increase in membership fees, and to act as the interface between LS and the Liaison from the Saugerties Town Board, and/or the Town Supervisor and Town Board.
6. The Commission reserves the right to review the use of any new or additional town services.
7. The Commission reserves the right to remove any LS officer for cause.
8. Vacancies on the LS Board will be filled according to the process outlined in their bylaws.

This revised agreement will be in effect January 1, 2024, through December 31, 2024.

Approved by the members of the Senior Education Commission December 13, 2023

Susan Davis, Chair (term ending 12/31/2025)  
Susan Puretz (term ending 12/31/2025)  
Laura Phillips (term ending 12/31/2026)  
Fran Jacobson (term ending 12/31/2023)  
Colleen Greco (term ending 12/31/2024)

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**STANDING COMMITTEES****CURRICULUM:**

The Curriculum Committee has forwarded the descriptions for all courses for inclusion in the Spring 2024 course catalogue to the Publications Committee.

Respectfully submitted,  
Connie Cuttle

**EVENTS:**

No report. This time.

Prudence

**HOSPITALITY:**

No report.

Maureen H.

**MEMBERSHIP:**

Most of the efforts of the Membership function of Lifespring were focused on getting the word out to the broader Community about the opportunities to attend the Lifespring Winter Programming as a guest and for free as well as informing members and people on our Interest List of each of the Winter Presentations and the February Mini Series. Our Interest List keeps growing and many of the people who became new members this past fall are showing up at our Winter Events. Thanks go to the Kingston Freeman, Hudson Valley One, The Town of Saugerties Webmaster, Lighthouse TV, and others for publishing our notices and articles. And a special thanks to Susan P and Laura P and many other Board members who are willing partners in this recruiting and retention effort.

Susan Davis, Membership Coordinator

**PROGRAM SUPPORT:**

Nothing else to report.  
Susan Krompier

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**MEMBERS AT LARGE:**

Final meeting with Lee Gable in Dec. to take possession of boxes filled with stuff from Class Management program!! Other than winnowing down from 6 boxes to 2 boxes, nothing else to report.

Thank you.  
Happy New Year!  
Lydia Edelhaus, Member at Large

**AD HOC COMMITTEES****AV :**

Nothing to report on AV.

Rich Davis  
[richdavis@earthlink.net](mailto:richdavis@earthlink.net)

**BYLAWS COMMITTEE**

Hi,  
The Bylaws Committee has been hard at work and expects to have a revised Bylaws document ready for the Board to review prior to the February meeting.  
Regards,  
Natalee

**CLASS MANAGERS:**

Final meeting with Lee Gable in Dec. to take possession of boxes filled with stuff from Class Management program!! Other than winnowing down from 6 boxes to 2 boxes, nothing else to report.

Thank you.  
Happy New Year!  
Lydia Edelhaus, Member at Large and Class Manager Coordinator

**PUBLICATIONS COORDINATOR:**

Feb catalog completed. Publication expected to be on time. Latest News and Winter Presentations on the website updated.

Anne Miller

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**STRATEGIC PLANNING**

Planned e-mail to the Membership:

Subject: **Changes Coming to Lifespring Leadership Structure in 2024**

Dear Lifespring Member:

As Vice President of Lifespring and Chair of the Strategic Planning Committee I want to share with you some important news. Our current President and Lifespring founder, Susan Puretz, who has led and nurtured Lifespring for the past fifteen years, has announced she will be retiring at the end of this academic year. We are indebted to Susan for her vision, her creative energy, and her wise and thoughtful leadership.

To ensure a smooth transition, the Board appointed six of its members to a Strategic Planning Committee. This committee has worked diligently these past several months on a reorganization plan for a shared leadership structure that will move Lifespring forward in the coming years. These changes will be detailed in a revised set of Bylaws which will be sent to the entire membership for approval in March.

The Lifespring Board of Directors voted to approve the proposed shared leadership structure at its December 12th meeting. The highlights of the new structure are:

1. The position of President and Vice President will be eliminated and replaced by a five-person Executive Leadership Committee chosen by the Board from among the fifteen Board members.
2. The Executive Leadership Committee will select an Executive Committee Leader and an Alternate Executive Committee Leader.
3. The current tasks and responsibilities undertaken by the president will be divided up among the five members of the Executive Committee who will share the responsibility and hopefully encourage more members to get involved in leading the organization.

It is our hope that this new leadership structure will ensure the vitality and sustainability of Lifespring for years to come. Please be on the lookout in March for an email with more details. And, if you have any questions, please do not hesitate to contact us at [lifespring.saug@gmail.com](mailto:lifespring.saug@gmail.com).

Regards,

Natalee Rosenstein

Lifespring Vice President and Chair of the Strategic Planning Committee

