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**APPROVED MINUTES OF THE MEETING  
LIFESPING BOARD OF DIRECTORS  
January 10, 2023**

**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  
Susan Davis, Membership Coordinator  
Lee Gable, Member-at-Large and Class Managers Coordinator  
Susan Krompner, Program Support Coordinator  
Maureen Huben, Hospitality Coordinator  
Anne Miller, Member-at-Large  
Leslie Surprenant, Member-at-Large  
Lydia Edelhaus, Member-at-Large  
Rich Davis, AV Coordinator

**ABSENT**

Diane McDowell, Member-at-Large

This regularly scheduled online meeting of the Lifespring Board of Directors was called to order by Susan P at 9:30 a.m.

- A. Approval of Minutes of December 13, 2022. A **MOTION** to approve was made by Natalee with a second by Connie. After discussion, the **MOTION was approved unanimously.**
- B. President's Report and General Updates (See attached report):
  - a. Susan P received good news from Jen, Director of the Saugerties Library. The LS donation to the Saugerties Library for acquisition and installation of equipment to assist hearing impaired participants at events in the Community Room has been fully implemented with the assistive equipment installed and operable. Anyone with a Bluetooth enabled hearing aid is connected to the system automatically when they enter the room.
  - b. Susan P. read a complimentary note from a LS member regarding the quality of the Winter Catalog with special recognition of the photographs.

**1/10/23****C. Old Business**

- a. WJC updates - Natalee has contacted Rahel at the WJC regarding possible use of their AV equipment during our Annual Meeting. She is waiting for a reply
  
- b. Lifespring's COVID policy – as approved at the last meeting, the only change in policy is reduction of the social distancing requirement to 3 feet. Discussion included reminders of when and how to alert Presenters and to inform Membership of change in social distancing requirement. Laura suggested a deadline in March prior to the start of the spring semester for members who have not previously done so to submit proof of vaccination.
  
- c. Winter Presentation report by Susan D. (See Laura's Taskforce Report and Susan Davis's Membership Report.) Susan Davis reported on the Winter Presentations to date and into the future noting record attendance so far and good PR in a variety of sources. She offered special thanks to: the Curriculum Committee for finding and reviewing potential topics and presenters, to Natalee who was the interface with our January presenter, to Susan Poretz who "discovered" our March presenter, to the Task Force for their expertise in hosting these lectures, to Laura Phillips for all her work getting people registered and reminded, and to Susan Greenstein and Anna Landewe for their work on the flyer and interfacing the registration process with the website.  
The final Winter Presentation, Visions of the Shakers: A Historical and Photographic Journey will be on March 1 at 11:00 a.m. with Bruce Magnuson presenting. Registration starts on Monday February 13.

**CI. New Business**

- a. Creation of Nominating Committee for 2023 Elections – Susan P announced postponement of this agenda item as she further reviews LS By-Laws and Roberts Rules of Order.
  
- b. Membership Fee for 2023-2024 – Peg has agreed to convene the Ad-Hoc Budget Committee of Susan D., Susan K, Laura and Peg to recommend a membership fee for 2023-24 to the Board.
  
- c. "Timing Issues" – Laura reported and suggested the following timeline for Fall 2023:
  - i. Catalog publication on Aug 1
  - ii. Membership enrollment by credit card or check to begin on Aug 1 and end August 18. Peg agreed to this date. If payment is made by check it must be mailed and postmarked by August 15.

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- iii. Google registration for fall semester classes would be from Aug 22 to Sept 8.
  - iv. Classes start Oct 2 for Zoom and Oct 4 for in-person.
  - v. Laura requested that Google registration for any single events or performances in Spring and Fall 2023 occur about two weeks before their presentation date.
  - vi. Laura noted that these are goals and that exact dates would be coordinated with Susan Greenstein, Publications Coordinator and Anna Landewe, web designer.
  - vii. A **MOTION** was made by Laura with a 2<sup>nd</sup> by Peg requesting concurrence of the Board with this proposed timeline. Without further discussion, **MOTION was approved** unanimously.
- d. Other
- i. Susan Davis reminded the members that she sent a report to the Board from the Saugerties Education Commission for Lifespring (SEC) that included an update of the SEC guidelines. (See attached reports.) Laura has been appointed by the Town Board to the SEC for a four year term.
  - ii. Connie inquired about start dates, days and times of WJC space availability for Spring 2024. Natalee responded that Rahel of WJC confirmed that the WJC is available to LS and that LS could select any date for the start of Spring 2024 classes.
  - iii. In response to a question from Maureen H about the WJC's progress toward creating a preschool program that would limit space available to LS, Susan P noted that she and other Board Members will be meeting with Rahel to set a new contract with the WJC which will include days and times of access to the WJC building for 2023 to 2024. In previous meetings with Rahel, she indicated that the work needed to establish the children's program was proceeding more slowly than anticipated.

**MOTION TO ADJOURN** by Anne with 2<sup>nd</sup> by Susan K. Without discussion, the **MOTION was approved.**

Maureen G. Bybee,  
Secretary

**NEXT MEETING:**

February 14, 2023 (on Zoom) at 9:30 am

**AGENDA**  
**BOARD OF DIRECTORS**  
**January 10, 2023**

**Unable to attend:**

**A. Minutes: December 13, 2022**

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

NOTE: The format will be changed for **today's** meeting and some items from the Board Reports will be covered under New Business

**C. Old Business**

1. WJC updates (if any)
2. Lifespring's Covid policy ---update if any
3. Winter Presentation

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

1. Creation of Nominating Committee for 2023 Elections

Elections are for: Vice President, Treasurer, and 2 Members at Large

Terms expiring: VP: Natalee,

Treasurer: Peg,

Members at Large: Anne Miller, Lee Gable.

2. Membership Fee for 2023-2024
3. "Timing Issues" Going Forward
4. Other New Business

**NEXT MEETING:**

February 14, 2023 (on zoom) at 9:30 am

## REPORTS TO THE BOARD

### Lifespring Board Meeting on January 10, 2023

#### **PRESIDENT:**

Last month I started this “column” with:  
I write my report on a chilly December 10, 2022 and not looking forward to the weather forecast of snow over the next 5 days.

And now, well into the winter season, I must say, I write this report on a “balmy, rainy 46 degree morning!!!! Spring in Winter?

Our Fall semester is way behind us and we have successfully “produced” two winter presentations and our getting prepared for our February mini series.

An unsolicited feedback from a “guest” at our January winter presentation wrote:

*Thank you SO much for the wonderful lecture this morning. I really enjoyed it. I would like to be informed when you are opening membership again. I'd like to join. (Marlene)*

Respectfully submitted and in solidarity,

Susan Puretz, President

And a “feel-good” comment (from\_a member of the SEC (Senior Education Commission)  
So happy to hear that the Fall semester with all of its many opportunities for members to attend classes/activities in whatever way afforded them ease of mind was so successful. Congratulations to the Curriculum Committee for their extensive and dedicated planning and implementation with assistance and support from Board members along with all the other committees.

#### **VICE PRESIDENT:**

No report  
Natalee Rosenstein

#### **TREASURER:**

See final page of these reports for the Treasurer’s MONTHLY report chart.

Peg Nau

**REGISTRAR and On-line Task Force Report:**

1. Registration for the Winter Presentation Olana: Art, Ecology, and the Native Forest – was 165 total. The Zoom license for additional participants (over 100) purchased in December was still valid for the January 4 presentation. The actual number who attended was 117.
2. The taskforce hosts were Carolyn Siewers and Maureen Bybee.
3. The number of Lifespring members who registered was 85. The number of guests who registered was 80 – Susan Davis publicized the event in local newspapers and Olana sent out information to some of their members.
4. The number of additions to the Lifespring Interest List was 47. This program provided a significant boost to our mailing list. The location of today's participants is unknown and I plan to ask for the participant's location on the next Google registration form so I will have a better idea of how many guests could potentially attend in-person classes if they become members in August.
5. When planning in-person classes we will need to keep an eye on the number of people we can accommodate at the WJC, even with the reduction of COVID social distancing to 3 feet.
6. The registration for the February 1 and 8 Mini Courses is scheduled to start on January 9, and end on January 23. The taskforce hosts have been assigned and are in the processing of contacting the presenters now.
7. Laura Phillips will host the March 1 Winter Presentation on the Shakers.

Laura Phillips,

Registrar

**STANDING COMMITTEES**

**CURRICULUM:**

The Curriculum Committee has no new information to report.

Respectfully submitted,

Connie Cuttle

**EVENTS:**

Nothing to report.

Prudence

**HOSPITALITY:**

Nothing doing or ...

Maureen H.,

**MEMBERSHIP**

Just a quick note and observation in a quiet Lifespring month: It appears that the effort to attract new members and get/keep Lifespring "in the news" has been greatly helped by offering our Lifespring winter programming free and on Zoom to members of the broader community. Our Interest List continues to grow and registration at the Winter Presentations has shown considerable numbers of people attending as non-members (guests). I am grateful to my PR connections at Hudson Valley One, the Kingston Freeman, Mike Campbell who monitors the Town/Village website and some local Facebook pages, and Anastasia Redman at Lighthouse TV 23 for their assistance in publicizing these opportunities.

Susan Davis, Membership Coordinator

***PROGRAM SUPPORT***

Nothing to report

Susan Krompiew

***MEMBERS AT LARGE:***

*No submitted reports for this month.*

***AD HOC COMMITTEES***

**AV**

As mentioned last month, I ordered and checked out two wireless options for our AV equipment.

To enable wireless connection to our existing loudspeakers, I tried a rechargeable adapter that plugs into the 1/8" audio input port and provides a path from a computer, iPad, or smartphone to connect using Bluetooth. This worked OK, but reception got degraded if I moved the source more than about 12 feet from the speakers. The device I

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purchased was very inexpensive and would not result in any AV setup time improvements over our present use of a cable between the source and the loudspeaker.

For a wireless video connection from a source device to a projector, I purchased an adapter that plugs into our existing latest Epson projector, which is an LED Epson PowerLite 97H. The adapter plugs into a USB port in the projector, and once it is setup using the projector's menu panels, provides a WIFI network attachment for the projector. However, the user must install an application on the laptop source in order to establish connection. After several hours trying, I have not yet been able to get that working and that leads me to conclude that it would be much more reliable to continue using the cable connections we have been using.

To consider alternative AV policies that might simplify our setup process, we should look at how our AV equipment has been used in the past. Looking back on a study of laptops used in 3 semesters during 2016-2017, I observed the following:

- Laptop projection was used by the presenter in 53% of our classes (124 of 234 classes)
- The presenter brought their own laptop 65% of the time, and Lifespring provided it 35% of the time
- MacBooks were used 82% of the time, and PCs were used 18%

From this study, it's clear that presenters generally prefer to bring their own laptop. Insisting on using a Lifespring provided laptop could simplify the AV team preparation and problem shooting, but such a policy might limit presenter willingness to support our program.

Other actions that might be considered to simplify AV setup include:

- Providing additional rooms with permanent screens to project on - this may not be practical for the Sanctuary / Social Hall
- Expanding the usage of the existing WJC audio system in the Sanctuary / Social Hall to include output from laptops and mixers
- Encouraging the continued use of Zoom for presentations that are heavily AV dependent

Thinking about other options .....

Rich Davis

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

## CLASS MANAGERS:

Happy New year...  
I have nothing to report this month.  
Lee Gable

## PUBLICATIONS COORDINATOR

### Mini Course Catalog

Thanks to Susan D and Laura for this team effort. I'm awaiting the final from Anna today. Mini catalog will be posted online either the 9<sup>th</sup> or the evening of the 8<sup>th</sup>.

### Winter Presentation Flyers

I am awaiting text for the March winter presentation flyer.

### Website

Updates continue as needed. Susan Davis continues to liaison with David Cartmell to post minutes in the vault. We continue to use the beginning of the Welcome section to highlight current and upcoming events.

### Lifespring newsletter, *News & Views*

Still hasn't happened. Sorry to have missed my own deadline.



Susan Greenstein

## Moving Forward:

No report

Natalee Rosenstein, Vice President and chair of the Moving Forward Committee

## OTHER REPORTS:

### **SEC (Senior Education Committee)**

The Saugerties Senior Education Commission for Lifespring met on Wednesday, December 14, 2022.

All five Commissioners plus Leeanne Thornton, Town Board Liaison to the SEC, attended.

The meeting was held both in-person at Town Hall and on-line via Zoom. Laura Phillips, Vice Chair, conducted the meeting from Town Hall. Susan Davis and Colleen Greco attended via Zoom while Fran Jacobson, Susan Poretz, and Leeanne joined Laura in person. Full meeting notes are available

On the Town of Saugerties website:

<https://townsaugerties.digitaltowpath.org:10234/content/Generic/View/162>

The primary purpose of the meeting was to update the "Senior Education Guidelines for Lifespring" for the 2023 calendar year. You will find these guidelines on the Town website as part of the December SEC meeting minutes. They have been approved by all five Commission members and presented to the Town Board. I am including them here for your review.

I would also like to formally thank Maureen Bybee, Secretary for Lifespring, for her excellent minutes and her efforts to provide them to the SEC for review and acceptance in a timely manner.

Thanks also to Leeanne Thornton for her work as liaison between the Town Board and the SEC, to Lisa Stanley, Town Clerk, for collecting and maintaining all of our official documents, and to all of the Commissioners for their careful review and consideration of the monthly Lifespring minutes.

It has been a pleasure to serve as Chairperson!

Please note: If anyone has a question about the work of the Senior Education Commission and its relationship to Lifespring and/or the Town of Saugerties, please feel welcome to ask!

With best wishes for another great year of Lifespring,

Susan Davis, SEC Chairperson

**1/10/23****REVISED SENIOR EDUCATION COMMISSION GUIDELINES  
December 14, 2022**

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, 2023, through December 31, 2023. This will include the electing of officers, members-at-large, and appointing Committee Coordinators (full and ad hoc) as outlined in the LS By-Laws amended and approved on May 17, 2022.

The Lifespring Board will be responsible for overseeing the daily operations of Lifespring. Policies and procedures as established by the Lifespring Board shall remain in effect.

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.

In addition, 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. Any requests by LS for new and/or additional Town Services will be reviewed by either the Commission or Senior Education Commission chairperson.

The Commission reserves the right to remove any LS officer for cause.

Vacancies on the LS Board will be filled according to the process outlined in their By-Laws.

This revised agreement will be in effect January 1, 2023, through December 31, 2023.

Approved by the members of the Senior Education Commission December 14, 2022

Susan Davis, Chair (term ending 12/31/2025)

Susan Puretz (term ending 12/31/2025)

Laura Phillips (term ending 12/31/2022)

Fran Jacobson (term ending 12/31/2023)

Colleen Greco (term ending 12/31/2024)

