

**APPROVED MINUTES OF THE MEETING
LIFSPRING BOARD OF DIRECTORS
August 8, 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 (left at 10:00 a.m.)
Susan Davis, Membership Coordinator
Maureen Huben, Hospitality Coordinator
Lee Gable, Member-at-Large and Class Managers Coordinator
Diane McDowell, Member-at-Large
Anne Miller, Member-at-Large
Leslie Surprenant, Member-at-Large
Lydia Edelhaus, Member-at-Large
Rich Davis, AV Coordinator
Fran Jacobson, Member
Elizabeth Mills, Member, (appointed as Co-Coordinator of Program Support at this meeting)

ABSENT

Susan Kromprier, Coordinator of Program Support

This regularly scheduled online meeting of the Board was called to order by Susan P. at 9:38 a.m. Susan P. announced that Prudence needed to leave at 10:00 a.m. and called for questions regarding Prudence's Events Report. There were no questions.

- A. Approval of Minutes for June 13, 2023 which were previously distributed. Laura made a **MOTION** with a second by Diane that the minutes be accepted. Without discussion the **MOTION was approved** unanimously.
- B. President's Report and General Updates (See attached report)
Susan recognized Lifespring's continued adaptation to the constraints of Covid and the successful use of both Zoom and in-person classes during this past year. In addition to quality learning experiences and socialization, in-person participants were able to enjoy the refreshments provided by the Hospitality Committee and the classroom preparation provided by our Program Support Committee.

C. Old Business

- a. Susan P reported that the contract with the WJC is now finalized and has been delivered to Rahel.
- b. The Town of Saugerties has provided a Certificate of Insurance to the WJC which was sent to Rahel this morning. A copy is attached.
- c. Susan P. has initiated a voucher request to the Town of Saugerties for the required 50% initial payment to the WJC.
- d. The person answering our phone number as listed on the Lifespring website, Greta Hutton, has asked to be relieved of this responsibility. We need a volunteer from the Board to pick up and distribute messages. Maureen B. volunteered for 4 months. Prudence offered to assist Maureen B. if needed. Laura will provide Maureen B. and Prudence with a list of Members and their phone numbers.
- e. Susan D made a **MOTION** that we thank Greta Hutton for her years of service answering the Lifespring phone. There was a 2nd by Anne. The **MOTION** passed with unanimous approval (13 yes) Susan P. will send Greta the thank-you note.

D. New Business

- a. Election follow-up – Susan P announced that she will not be running for reelection following the end of her current term in 2024.
- b. Creation of Co-coordinators for Program Support – Susan P reviewed the announcement at the last Board meeting that Susan K is unable to continue attending Board meetings but is willing and able to continue serving the program support needs for in person classes. To resolve this concern, Susan P wishes to appoint Betsy Mills as Program Support Co-Coordinator and voting member of the Board.
 - i. Laura made a **MOTION** with a second by Diane to appoint Susan K and Betsy Mills as Co-Coordinators of Program Support with Betsy as the voting member on the Board and Susan K as the on-site coordinator.
 - ii. Without further discussion the **MOTION was accepted** unanimously. 13 yes
- c. “Memory Board” – Laura opened a discussion of the challenges in maintaining a Memory Board of deceased members of Lifespring.
 - i. Questions arose regarding whether to include all past members or just those who died in the most recent year. The sense of the Board was that all should be included.
 - ii. Does length of membership influence eligibility for posting on the Memory Board? Our current policy is that length of membership does not influence eligibility. Any member for any length of time should be included.
 - iii. Peg and Rich were entrusted to design a memory board or boards for both electronic and in person posting.
- d. Reappointments of Committee Coordinators, the Registrar, and Executive Committee Representative are required every two years by the by-laws. Susan P called for a motion to reappoint these positions.

- i. Laura made a **MOTION** with a second by Natalee that all current coordinators, the current Registrar and current Representative to the Executive Committee be reappointed to serve from Aug 1, 2023 to July 31,2025. This includes the following appointees:
 - Laura Phillips as Registrar
 - Susan Davis as Representative to the Executive Committee
 - Betsy Mills and Susan Krompiew as Co-Coordinators of Program Support (Betsy to serve as voting Member of the Board)
 - Prudence Garcia Renart as Events Coordinator
 - Maureen Huben as Hospitality Coordinator
 - Susan Davis, as Membership Coordinator
 - Connie Cuttle as Curriculum Committee Coordinator
 - ii. Without discussion, the **MOTION PASSED UNANIMOUSLY** (14 YES)
- e. Other new business
- i. Natalee began a discussion regarding the leadership structure of Lifespring. Natalee recognized that the heavy weight which has been admirably shouldered by Susan P as the President, can appear daunting to any potential successor. Natalee suggested that a functioning Executive Committee be considered to oversee the day to day operations of Lifespring. She recommended the creation of a sub-committee at a future meeting to propose options for restructuring to be considered by the Board during the fall. Anne requested that Susan P write a list of “all that she does” to inform our discussions. Susan P agreed to do this. This discussion is to continue at our next meeting.
 - ii. Lee announced that she will probably be moving out of the area in the near future which may affect her ability to serve as the Coordinator of Classroom Managers or to continue on the Board.
 - iii. Anne would like to add quotes and pictures of people to the website. These would be more representative of Lifespring as an organization and perhaps encourage more members to volunteer for committee work. Anne is requesting support for these changes to the website and for a list of current committee volunteers from each coordinator or committee chair. These changes would include adding pictures of class activities rather than just beautiful scenery. If the Board approves, she will send requests to coordinators and chairs for a list of their members.
 - iv. A discussion of the need for a release for publication of pictures followed. Susan P will consult with Fred Costello’s office regarding the possible need for releases to publish pictures. Anne will send a description of the proposed use of pictures for Susan P to use when speaking to Fred Costello.

- v. Natalee described a Berkshire OLLI, Zoom webinar on the latest indictment of Trump and was astounded that they had 500 participants. This led Natalee to wonder if in the future Lifespring could consider offering something similar in terms of broad and immediate interest to the community.
- vi. Maureen H had questions regarding the new agreement with WJC especially times when she could enter to prepare and leave after clean up. Is there a single storage area for all of LS supplies? Who transports items from town offices to WJC if needed? What room will be used for refreshments? Following the completion of registration for courses, Maureen H will be better able to decide exactly when, where and what refreshments can be offered. Maureen H will send a list of questions to Natalee for discussion with Rahel. Rich will explore the AV cabinet at WJC to determine what will or will not be needed for the coming semester. Natalee requested that there be some coordination through her of visits by Board Members to the WJC.

E. **A MOTION to adjourn** was made by Diane with a 2nd by Laura. Without discussion, the **MOTION WAS APPROVED** unanimously. The meeting was adjourned at 11:32 a.m.

Maureen G. Bybee,
Secretary

NEXT MEETING:

September 12, 2023 (on Zoom) at 9:30 am

**AGENDA
BOARD OF DIRECTORS**

August 8, 2023

Unable to attend:

A. Minutes: June 13, 2023

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. Contract with WJC:

D. New Business (Looking Forward)

1. Election follow-up
2. Creation of Co-coordinators for Program Support:
3. "Memory Board"
4. Reappointments of Committee Coordinators, Registrar, and Executive Committee Representative
5. Other new business

NEXT MEETING:

September 12, 2023 (on zoom) at 9:30 am

**REPORTS TO THE BOARD
for AUGUST 8, 2023**

PRESIDENT: done

Well, Lifespring (at least some Volunteers) is off and running as we BEGIN our 15th year of operation (hard to believe how fast time can fly!!). At this time, All seems good and under control.

You have all received registration information and so you have seen the CATALOG on line. That process involved many individuals and was headed by our first time as Producer –Anne Miller, and she produced a visually pleasing and informative catalog. But before she could even begin the process, she needed the information from Curriculum, Registrar, Treasurer, etc. And then came the publicity by the Membership Chair to herald our new year. A perfect example of Lifespring's collective work ethic.

We will get an update on Tuesday as to how many persons have become members – Another TRIBUTE to our collective hard work.

Respectfully submitted and in solidarity,

Susan Puretz, President

p.s. I am attaching a copy of the current WJC contract for your information

June 26, 2023

Susan Poretz
Lifespring: Saugerties Adult Learning Community
Town Hall
4 High Street
Saugerties, NY 12477
Sent via email: poretz@newpaltz.edu and rahel@wicshui.org

Dear Susan,

To summarize our agreement:

Lifespring shall have the use of the Sanctuary (including AV setup), Lobby, Social Hall, School Wing, and Kitchen for the following periods for \$130 per hour.

Fall 2023: Oct, 4 - November 8 (3 1/2 hours per session / 8:45 am - 12:45pm)

Spring 2024: April 3 - May 15 (3 1/2 hours per session / 8:45 am - 12:45pm)*

*There will be no meeting on April 24, 2024.

Annual Meeting: May 22 (3 1/2 hours / 8:45 am - 12:45pm)

Any Lifespring performances or non-class events will be scheduled with the date to be approved by the WJC and billed at the agreed-upon rate of \$130 per hour, including one hour of setup and 30 minutes of cleanup by the WJC staff.

Base Fee for the year beginning September 2023 and ending May 2024: \$5,460.00, paid in two installments before the start of each semester. Payments for additional events will be made at the conclusion of the event.

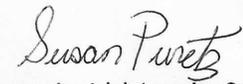
Lifespring agrees to abide by the Woodstock Jewish Congregation's building use rules and provide a Certificate of Liability in the amount of \$1,000,000 combined single limit, Bodily Injury and Property Damage. WJC must be added as an additional insured.

Lifespring has installed a pull down screen and a cabinet in a WJC classroom and stores 40 folding chairs (marked Lifespring on the bottom of the seat) that Lifespring purchased and leaves there for WJC and Lifespring's use, as well as items stored in a metal cabinet. In the event that Lifespring does not use WJC's facilities, Lifespring is entitled to remove their property.

Sincerely, Rahel

Rahel Gruenberg 
Executive Director
Woodstock Jewish Congregation

Susan Poretz

President 
Lifespring: Saugerties Adult Learning Community

June 27, 2023

~~June 27, 2023~~

July 2, 2023



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/7/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Reis Group 8 Stanley Circle Ste 4 Latham NY 12110		CONTACT NAME: Tanaquea Rosario PHONE (A/C, No, Ext): 845-943-6608 FAX (A/C, No): (845) 334-7972 E-MAIL ADDRESS: trosario@reisinsurance.com	
INSURED Town Of Saugerties 4 High Street Saugerties NY 12477		INSURER(S) AFFORDING COVERAGE INSURER A: US Specialty Insurance Company NAIC # 29599 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: Mastercert 23/24 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VVVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			U23PKG80072-04	1/1/2023	1/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Sexual Abuse \$ 1,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			U23PKG80072-04	1/1/2023	1/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			U23PKG80072-04	1/1/2023	1/1/2024	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Public Officials Liability Law Enforcement Liability			U23PKG80072-04	1/1/2023	1/1/2024	Per Occurrence 1,000,000 Aggregate 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Fall 2023 Semester

CERTIFICATE HOLDER **CANCELLATION**

Woodstock Jewish Congregation 1682 Glasco Turnpike Woodstock, NY 12498	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE P Casciaro, CIC, CSRM
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VICE PRESIDENT:

No report
Natalee Rosenstein

TREASURER:

June 2023 Treasurer's Report			
		Balance Fwd	\$ 17,226.19
Date	Amt	Received From	
INCOME			
6/30/2023	\$ 10.31	Interest	
Monthly Income	\$ 10.31		
EXPENSE			
6/5/2023	\$ 301.18	1381 Maureen Huben	
		1382 Voided	
6/5/2023	\$ 270.00	1383 Karen Levine	
6/5/2023	\$ 111.96	1384 Laura Phillips	
6/5/2023	\$ 11.98	1385 Susan Puretz	
06/06/23	\$ 96.05	1386 Susan Puretz	
06/06/23	\$ 168.37	1387 Susan Purtez	
		1388 Voided	
06/15/23	\$ 77.99	1389 Peg Nau	
Monthly Expense	\$ 1,037.53		
		Ending Balance	\$ 16,198.97

July 2023 Treasurer's Report			
		Balance Fwd	\$16,198.97
Date	Amt	Received From	
INCOME			
7/31/2023	\$10.31	Interest	
Monthly Income	\$10.31		
EXPENSE			
	Amt	Payee	
7/7/2023	\$47.44	1390 Town of Saugerties	
7/7/2023	\$95.97	1391 Laura Phillips	
7/10/2023	\$26.68	1392 Susan Puretz	
7/31/2023	\$22.98	1393 Marjory G. Vaughn	
Monthly Expense	\$ 193.07		
		Ending Balance	\$16,016.21

Peg Nau

REGISTRAR AND TASKFORCE COORDINATOR:

Member Enrollment started August 1 as scheduled. Eighty members joined in the first three days, 24 of whom were new members. (This will be updated at the board meeting). The credit card process has worked smoothly. Reminders to enroll will be sent on August 10 and August 16.

The hosting duties for the seven Zoom courses have been divided among the taskforce members. Several hosts are taking turns with the hosting responsibilities for the six week Hudson River Artist Course.

A1 Between the Wars – Maureen Bybee

A2 Rise of Right Wing Terrorism – Rich Davis, Roz Abramov co-host

A3 Huguenot Street – Laura Phillips

B1 – Artists in the Hudson Valley – Maureen Bybee, Connie Cuttle and Carolyn Siewers

B2 – All Charged Up-Rich Davis

B3 – Zentangle Basics – Laura Phillips, Roz Abramov co-host

B4 – Successful Aging - Carolyn Siewers

Laura Phillips, Registrar and Taskforce coordinator

STANDING COMMITTEES

CURRICULUM:

No report
Connie Cuttle

EVENTS:

Nothing to report at this point.

Prudence Garcia-Renart

HOSPITALITY:

I plan to provide refreshments for the fall semester. However, the logistics are a little tricky. Based on your note regarding your meeting with Rahel, this is my suggestion.

-It takes approximately 40 to 45 minutes for the large coffee urns to be ready. Even if I set them up the day before, it would still give people only a few minutes prior to the first class. I will be taking both morning classes on Wednesday. I feel the best way to do it is to start the coffee urns at approximately 8:45 a.m. when Karl arrives.

Prior to my arriving at the WJC I will pick up pastry and fruit and arrange it on the table. I do not think we should expect to provide the large assortment of food that we did pre-Covid. There are two reasons for this. One is the amount of work it takes knowing that we have less volunteers this year. It also would require us to be there at approximately 8:00 a.m. to prepare everything. If Juliet Eisenson is taking classes on Wednesday I am sure she will help me to set up and clean up. If not, I will recruit someone else.

I also saw that on September 22 for the Welcome to Fall 2023 concert, light refreshments will be served. I will give that more thought as far as details and discuss it at the September board meeting.

Maureen H.

MEMBERSHIP:

Many thanks to everyone who participated in getting the Fall '23 catalog on the website and active by our target date of August 1. It was a pleasure to work on this collectively and individually, particularly with Anne and Laura. Great job Anne Miller—a real team leader, for sure! I am very pleased with the way our membership/enrollment piece has worked out. As a follow-up, I have sent a Press Release to the area news outlets and also to the Town webmaster who puts LS PR on the Town website, the Town/Village

Facebook page, and sends it along to TV 23. (The Town/Village Facebook page has 10,000 followers!) Susan Puretz sent an introductory email with the catalog attached to about 370 people.....our members from '22/'23 and our large Interest List.

We are off and running. The deadline to become a member is August 18th.....stay tuned.

Susan Davis

PROGRAM SUPPORT:

No report

Susan Krompiew and Betsy Mills

MEMBERS AT LARGE:

No reports

AD HOC COMMITTEES

AV

No report
Rich Davis

CLASS MANAGERS:

I have no report for August.
Lee Gable

PUBLICATIONS COORDINATOR:

The catalog, which I think we can agree is as beautiful as it is informative and easy to read, is out and the website is updated. It is all due to the amazing collaboration of my dream team.

I want to thank...

- Susan G. for her early support, suggestions, and answers to my sometimes dumb questions.
- Connie for her fresh formatting ideas and endless willingness to help in any way.
- Susan D. for her thoughtful copy edits and suggestions.
- Laura for her equally helpful copy edits and suggestions.

- Fran Jacobson for her eagle proofreading eye.
- Harvey Greenstein for his beautiful pictures.
- And, last, but not least, Anna for her patience, flexibility, creativity, and commitment to putting out the best possible catalog for Lifespring.

They are all the best! And, guess what? We get to do this again for the Spring catalog 😊

Anne Miller