

# Lifespring Board of Directors Meeting

April 9 2019

Corrected and Approved Minutes

Present: Marv Beach, Norman Bowie, Colleen Greco, Susan Davis, Marjory Greenberg-Vaughn, Maureen Huben, Susan Krompiew, Diane McDowell, Peg Nau, Laura Phillips, Mary Porter-Hall, Susan Poretz, Natalee Rosenstein, Lianne Thornton Marilyn Wakefield

The meeting was called to order at 9:33 a.m.

1. Correction and Approval of minutes of March 12, 2019 – In section 8, page 3, #1, end of line 2 and beginning of line 3, and text should read “An e-mail could be sent by the president at end of last class welcoming any comments, ideas, or suggestions.” A motion was made by Colleen Greco to approve the 3/12/19 minutes and seconded by Marv Beach. Unanimously passed.
2. President’s Report and General Updates – Susan Poretz
  - a. Opening Day – Many thanks to Susan Krompiew and her committee for taking care of the tasks that make an opening day run smoothly and to Marjory and her hospitality committee for tables filled with goodies and hot water for tea and plenty of coffee. Everyone agreed that the attitude of the members who were warmly welcomed was positive and up-beat. Everyone found everything to be so well organized; it was recommended that a complimentary note written by Susan Kahl be printed in the Lifespring newsletter.
  - b. By-laws – The proposed Amended Lifespring By-Laws will be sent to all members one month before the Annual Meeting of May 29<sup>th</sup>.
  - c. Insurance issues – Lifespring and the town of Saugerties are protected by a waiver which covers high activity, e.g. kayaking, hiking and walking. The walk at Mills Mansion during the two week break is definitely covered. There is no special waiver for events that take place at the Saugerties Library.
  - d. Library and the Hearing Loop – New Paltz and Gardiner libraries have them. Susan P. will continue to do footwork to get more information.
  - e. Karen Abramson who has been answering the Lifespring telephone line is moving to Long Island and Valerie de Silva is taking her place.
3. Senior Education Commission report – Susan Davis. There is nothing new at this time.

Treasurer’s Report – Peg Nau – Peg’s March report is attached and was distributed for all to see at this meeting. Thanks goes to Laura for helping to format it. There was discussion about the old name for our Webhost, GoDaddy and the new name WEEBLY. The cost for the webhost is in the neighborhood of \$12.00 per month. In addition we pay separately for our domain name Lifespringsaugerties.com which expires on 6/23/2022. It was not necessary to

buy any more chairs for our use at WJC. There are thirty chairs there now which belong to Lifespring.

4. Report from Registrar- Laura Phillips – an addendum to the Committee Reports shows the status of the courses after the first Add/Drop, Spring 2019. (now attached). The beginning registration often drops some, but it was good to see that it was very low this spring. In the fall catalog the late registration policy will be revised and carefully explained. Extensive add/drop can be done by e-mail.
5. Reports from Committee Coordinators
  - a. Curriculum Committee – Mary Porter-Hall and Diane McDowell - The report is attached and states that 15 courses plus 1 bonus course are locked in for Fall 2019. There will be no Preamble for hiking as it will be an additional bonus course. Charlie Lutomski of great hiking experience will volunteer to hike with willing members September 18 and 25. They will be safe comfortable hikes. A special e-mail should be sent out one month before the date of the bonus course with exact instructions. This information should also be available for the catalog in early July.
  - b. Events Committee – Colleen Greco - The events committee will meet April 10 to finalize the plan for the Annual Meeting and a possible Preamble will be discussed. The Saugerties Library will be asked to hold the date of October 2, 2019 from 11a.m.-12:30 for the event. Board members are asked to give Colleen Greco suggestions for topics that will interest a large group of people. (Report attached)
  - c. Membership Committee – Susan Davis – Susan’s report is attached. It was agreed that opening the doors as members arrive for class is a big chore. There is still discussion about security at WJC. Some sort of phone dedicated to see the front door by camera was purchased by the WJC; however, the charger for it needed to be found.
  - d. Program support committee – Susan Krompner – Thanks to Laura for acquainting her with the process for the beginning and ending and all the in-betweens of the Lifespring Day.
  - e. Public Relations/Outreach Committee – no report
  - f. Services Committee – Marjory Vaughn-Greenberg (Report attached)  
Marjory is concerned that she does not have any knowledge of the inventory at the end of the day. There seemed to be too much decaf coffee.
6. Reports from Ad Hoc Committee Coordinators
  - a. Class Managers – Lee Gable (Report attached)
  - b. AV – Rich Davis – (Report attached)
  - c. Publications – Susan Greenstein – (Report of Lifespring newsletter, *News & Views*, Fall Catalog, Flyers, and Website attached)
7. Report from Moving Forward Committee – Natalee Rosenstein (Report attached). The next meeting is the 1<sup>st</sup> week of June. Much discussion was centered around #1 in the second paragraph of the report. “Make a Lifespring donation to a local education related organization, perhaps in the amount of

\$500.” The suggestion was made because Lifespring’s Life Long Learning has no affiliation to a college or university. The question of what organization would be worthwhile to help was asked. The following were named;

1. The Esopus Creek Conservancy because they have a fund to support summer camping for youth to help them become environmentally friendly.
2. The Boys and Girls Club helping about 122 students with homework, etc.
3. The Backpack Program that helps about 172 students have a backpack filled with 2 meals and a snack for the weekend and even more for vacation time. There is no ongoing source of money and the cost is \$500 a month.
4. Scholarships for older people to become members of Lifespring
5. \$900 to the Saugerties Library for Hearing Loop to help people the age of Lifespring members

Lifespring has a Policies and Procedures Hand Book and it was recommended that it should be checked to see if there is a criterion for giving money before making decisions about gifts or donations. It has been the policy that a matter of this nature would be discussed at a first meeting and a definite decision would be made at a second meeting.

The motion was made by Natalee and seconded by Marjory that 2 contributions of \$250 each would be given to the Esopus Conservancy and the Backpack program. The motion was tabled. The Moving Forward Committee discussed having a presentation at the Senior Center to share information about Lifespring and welcome people to become involved. Producing an informational flier about Lifespring was discussed and such a flier does exist and needs to be updated. It would be distributed to real estate companies, retirees with second homes, brochures to be handed out by the Town of Saugerties during 9 travel shows and perhaps it would make finding presenters easier. The motion was made by Natalee and seconded by Norm that the board accept the idea of renewing flier. Passed. Susan Puretz will check with Susan Greenstein about this plan before asking Connie Cuttle to help with the revision. The revised flier needs to be out well before the fall registration.

May 8<sup>th</sup> is the date of the lunch meeting at WJC where Board members Mary Porter Hall and Diane McDowell will be present to explain how the Curriculum Committee works. There will be time to explain how Lifespring functions and then a question and answer period. All members have been invited. Natalee will chair the meeting

8. Old Business – Nominating Committee Report – Marv Beach  
For Vice President – Natalee Rosenstein  
For Treasurer – Peg Nau  
For Member-At-Large – Norm Bowie  
For Member-At-Large – Lucy Stagich

Maureen Huben called twenty people asking if they would be willing to serve as a member on Lifespring's Board of Directors. Answers were complex and the response was often no because they were busy and involved in many activities. They simply did not have the time at this point to serve on the board. Their refusal was not based on lack of interest and some people said they might consider this request next year. Thanks to Maureen for her time and effort in making the calls.

A fifth member-at-large will be added to the by-laws. It will be necessary for the proposed by-laws to be amended in Article V, Section 3, p.3. regarding election of Members-At-Large. Marv will amend the by-laws and an e-mail vote will be taken by the Board Members stating their concurrence or disagreement to the change. The VP and Treasurer as well as two Members at Large will be elected at the May 29 Annual Meeting.

#### New Business

##### a. Website: The Vault

### **Vault report - Susan Davis**

On Tuesday, March 19, Susan Puretz, Natalee Rosenstein, Laura Phillips and Susan Davis met to discuss content and projected use of the webpage connected to but not visible on our new Lifespring website. It was suggested by Susan Puretz and will be known as "the Vault." We discussed a number of questions and some of the responses to our previous questions that had been provided by Anna. By the end of the meeting, we had decided several things:

1. The URL for the Vault will be made available to all Board members and Ad Hoc Chair persons.  
<https://www.lifespringsaugerties.com/vault.html>
2. The Vault will not be password protected but the URL will not be advertised or visible from the LS webpage. However, if someone inquires about any of the documents it contains, they will be given the URL or the document they are inquiring about.
3. In support of point 2 (above), it was decided not to post any sensitive/inappropriate internal material (not sure what to call it) in the vault or any personally identifiable data such as our LS Membership Lists
4. As a start, the following things should be on the Vault site:

Lifespring approved Board of Directors' minutes

By-laws

List of the Lifespring semester and annual meeting dates from 2019 through 2023.

Other possible things to post when they are ready:

1. Coordinators' handbook once it has been revised with current job descriptions and procedures
2. Some iteration of the Policies of Lifespring once they are organized in a way that will be current and meaningful as well as easy to post and search.

Other consideration:

How many years of Lifespring minutes to post was not totally defined. Susan Puretz would like to see all of the minutes available. Perhaps they can be organized and posted in two categories: Current minutes (last two years) and past minutes if past minutes are available electronically and are complete.

Still investigating whether we should use a PDF format for all postings or if it really doesn't matter as no one can upload any document to the site except a person with the authorization (webmaster). Continuing question of whether documents in PDF format are word searchable.

One person should be designated as the official poster of documents to the site—probably the webmaster David Cartmell with his back-up as Rich Davis.

Any and all of this could be changed as we move along and discover other documents that may be useful.

Susan D.

**b. Curtains for the Woodstock Jewish Congregation**

At some point it was hoped that members of WJC were making curtains to darken the rooms for media projections for class presentations. Now there does not seem to be a plan. Susan P. and Laura will speak to Dee.

The question asked was ‘How much could Lifespring donate to the project?’ “Should there be donations? There has been no definite answer to this question. For the time being Lifespring will continue providing window cover where it is needed. It has been suggested that black fabric on rods might be purchased by Lifespring and remain the property of Lifespring. Further discussion and brainstorming will take place.

Adjournment – Marjory moved for adjournment and motion was seconded by Colleen.

Unanimously passed.

The date for our next meeting is Tuesday, May 14, 2019.

Respectfully submitted,

Marilyn Wakefield, Secretary

# **BOARD OF DIRECTORS**

## **AGENDA**

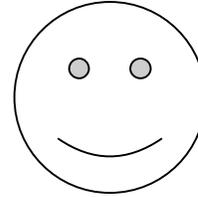
APRIL 9, 2019

1. Minutes: Approval of Minutes of March 12, 2019
2. President's Report and General Updates:
  - a. Opening Day
  - b. By-Laws
  - c. Insurance issues
  - d. Library and the Hearing Loop
3. SEC Chair Report
4. Treasurer's Report
5. Report from Registrar
6. Reports from Committee Coordinators
  - Curriculum Committee
  - Events Committee
  - Membership Committee
  - Program Support Committee
  - Public Relations /Outreach Committee
  - Services Committee
7. Reports from Ad Hoc Committee Coordinators
  - Class Managers
  - AV
  - Publications
8. Report from Moving Forward Committee
9. Old Business
  - a. Nominating Committee Report
10. New Business
  - a. Website: The Vault

**NEXTMEETING:**

Tuesday, May 14, 2019 at 9:30 am

Reports for April, 2019 Board Meeting



**TREASURER:**

**See attached at the end of this report.**

**REGISTRAR:**

There were 2 drops prior to the first session from the wait listed course Gender and Fluidity. I contacted those on the wait list and only one person wanted to enroll so there was no wait list first day. Only two people who dropped from any class contacted me directly prior to April 3. Perhaps we should revise the confirmation letter next year to make this method of dropping a course more prominent.

Add/Drop results as of April 3, 2019

Registration table was set up in the foyer on April 3 from 8:45-9:15, 10:45-11:00, and 12:30-12:45 for add/drop.

Courses Dropped: 12

Courses Added: 11

Number of persons making changes: 16

Revised Working Data sheet with details is attached.

As of April 3 I received the following registrations for the Spring Bonus Courses:

- #1 Bernstein at 100                      69 (includes 7 guests and 5 from interest list)
- #2 is Spring Really Coming            17 (includes 3 guests)
- #3 Mills Mansion Tour                 20 (includes 4 guests)

The class lists will be turned over to the organizer for each class by April 14.

## Standing Committees

### **CURRICULUM:**

The Curriculum Committee has locked in 15 courses + 1 bonus course for Fall 2019:

1. Opera as Politics V
2. What It Means To Be a Liberal
3. Tai Chi for Beginners
4. Women in the Bible
5. Artificial Intelligence Demystified
6. W.H.Auden
7. Catskill Mountainkeepers
8. Liberty and Justice for All?
9. Scandinavia
10. Intro to French
11. Healthy You
12. Meditation
13. China Past and Present
14. Short Stories
15. Just for Fun

+ Bonus Course: Walking and Hiking.

Mary Porter Hall and Diane McDowell, Curriculum Committee Coordinators

### **EVENTS:**

Events Report for April:

1. Nathan Brenowitz and his band have agreed to be the entertainment for the Annual Meeting. (Yay!) They will be playing Dixieland music.

2. I arranged with Susan Greenstein that I'll be working with Connie Cuttle to create the flyer for the Annual Meeting.
  3. Thank you to Peg Nau who has agreed to create the Memorial/Remembrance Board again this year for our Annual Meeting.
  4. Our committee has a meeting during lunch on April 10 to set the menu for the breakfast and finalize tasks/details for the Annual Meeting.
- Colleen

### **MEMBERSHIP:**

The Welcome Table is staffed and ready! We will be handing out duplicate name tags for members to place in the reverse side of their hanging name tags. In addition, we will have information handy to help people "remember" what courses they are taking, to provide information about Room locations and class times, and to answer general questions. We also welcome our presenters and provide direct assistance for people who are new to the WJC facility. For the first two weeks, we will also accept sign-ups for anyone wishing to register for either the Spring Ramble or the Bernstein Course, provided there are still spaces available.

Looking Ahead: Board Members are invited and encouraged to attend our lunch-time general membership meeting with the theme, "Building the Lifespring Community." The meeting is scheduled for Wednesday, May 8th from 12:30–1 pm. The focus of the meeting will be to hear ideas and to discuss how we can keep our Lifespring Community vibrant and relevant as we move forward. It will give people an opportunity to talk about things they like and ideas they would like to see explored. Additionally, Board Members who are present will be introduced. General ideas about this initiative are welcome. It will be informal and held in the Social Hall.

Further Ahead: I am beginning to think about publicity to inform and attract new members for 2019/2020. As part of the Catalog release (catalog contains all the information necessary to apply to be a new member), I will submit publicity to the local papers (Saugerties, Woodstock, Kingston Times, Freeman, TV 23, Almanac, Town Website Scroll, etc.) In addition, I would like to couple it with a good photo of either the presentation of the LS gift to the Library or the celebration of the 10th Anniversary at the Annual Meeting (with Town Supervisor and LS President). The usual emails will be sent out to the current LS membership and the LS Interest List. Additional initiative will be developed closer to the release date...perhaps a one-sheet or tri-fold flyer about Lifespring.

Susan Davis, Membership Coordinator

### **PROGRAM SUPPORT:**

#### **PR/OUTREACH: SERVICES:**

Finally able to get through to the company I buy our environmentally friendly cups from!! The order arrived in a day. Also got wooden stirrers.

Had gone to WJC and took inventory and today (3/28) I met the town transportation guys there and Susan D. helped me store the boxes. Then did my shop at Price Gauger. I'm all set for Wednesday morning.

## **Marjory**

### **Ad Hoc Standing Committees**

#### **AV:**

Here are highlights for the AV team's work in the month since the last report:

- We provided AV support for the final Winter Presentation on March 6
- I updated the OS and key applications on our two Lifespring AV laptops with the current releases and fix levels
- I prepared the shoebox 'kits' of cables, connectors, mics, etc. for each to the classrooms used this Spring
- We had an AV team planning / education session at Town hall on 3/27 which ran for about 2 hours
- We moved our equipment from Town Hall to WJC on 3/28
- The first day of classes went well - we setup AV equipment for 7 classes - 3 period A courses, 1 period B, and 3 period C
- We are setting up three primary rooms for AV - Rooms 5 and 6 and the Social Hall, which will all have projector, screen, loudspeakers, etc. and they're fairly flexible to accommodate both Lifespring and presenter laptops of varying types.

I attended a 2.5 hour training class taught by Anna Landewe on maintaining the new Lifespring website using the Weebly application. I'll be backup for Dave Cartmell who is the webmaster.

#### **Rich Davis**

#### **CLASS MANAGERS:**

Class managers are ready for opening day.

There are class managers assigned to every class.

I have asked them to pick a sub with whom they are comfortable in case that they are absent.

On the first day there are class managers absent in a couple of classes, but there are subs in place.

We had 2 workshops to explain the class manager's responsibilities and to get their clip boards.

Those who were unable to attend, or meet with me separately, received their information by email. I will give them their clip boards on the first day.

I will be in the front hall opening day to answer last minute questions.

Lee Gable Class Manager Coordinator

#### **PUBLICATIONS:**

**Lifespring newsletter, *News & Views***

In process – but publication will be delayed; my apologies for the delay. It will probably go online in early May before the end of the semester.

## **Fall Catalog**

I've received all blurbs and bios from Mary Porter Hall. Next step is for me to review, make any preliminary edits, and then send on to the editors, Marv Beach and Sandy Ostoyich. Publication will be July 1<sup>st</sup> online, unless someone tells me that they'd like a different date.

## **Flyers**

A flyer will be prepared for the annual meeting. Colleen Greco gave me a heads up about this, I notified Connie Cuttle, and Colleen will interact directly with Connie.

## **Website**

The new website is up and running. A training session was held on Monday, April 1<sup>st</sup>, led by Anna Landewe for David Cartmel and Rich Davis. Anna reports that it went very well. She's provided a "cheat sheet" for David and Rich, plus she's backed up all the pages so that in case of some bizarre error, we'll still have the existing page to return to. Anna will also do us the favor of posting each new catalog and newsletter to the website once it's complete. The site seems to work perfectly as far as I can see. Changes can/may be made at any time to update information.



## MOVING FORWARD COMMITTEE REPORT FROM 3/25 MEETING

The first item on the agenda was a discussion of the future of the MFC. The committee members felt that we had accomplished a lot in regards to the issues that the Board had asked us to address. These included a change in the policy for admitting new members; a policy and procedures for Lifespring sponsored trips; making volunteer recruitment a strategic priority and a series of suggestions for achieving the goal. Although the Board has not referred other major issues to the MFC at this time, members still felt that it is important for the committee to continue to consider on-going and future strategic questions. We agreed to meet on a flexible schedule as needed.

We then addressed several ideas raised by Susan D. about increasing Lifespring involvement in the larger community as well as ways of increasing membership. We came up with the following recommendations for the Board to consider:

1. Make a Lifespring donation to a local education related organization, perhaps in the amount of \$500.
2. Do a Lifespring presentation that would be advertised to the larger community-not just members-possibly to be held at the Senior Center.
3. Produce a flyer about Lifespring that would be distributed widely to libraries, businesses, organizations to come out in June or early July.

We also discussed the upcoming May 8th membership lunch meeting entitled Building the Lifespring Community. Board members are invited to attend. One Board member (Natalee volunteered) would make a brief-no more than 5 minute- presentation on how we function. Board members and committee coordinators would be introduced and one of the Curriculum Committee coordinators would make a brief presentation on how the CC works. The floor would then be opened for questions and discussion.

Respectfully submitted by Natalee Rosenstein



Course	Course Name	Presenter	Class Coord	Class Manager	Enroll	Room #	Limit
A1	Gender Fluidity	Alice Radosh	Diane McDowell	Karen Abramson Connie Catalinotto, Jacki Moriarty	25	5	25
A2	Opera as Politics IV	Chuck Mishaan	Susan Greenstein		54	Social	
A3	Wonderings and Wanderings in Weather	Marty Klein	Susan Puret	Diane McDowell	31	6	
A4	Conversations.. A Discussion Group	Sam Magarelli	Susan Puret	Betty Schoen-Rene	8	1	14
A5	Be It Resolved:Supreme Court Basics	Bob Greenwood	Susan Puret		CANCELLED		25
	SUBTOTAL				118		
B1	Women, Work and Wage Inequality	Mary Nevins	Mary Nevins	Carole Sayle	15	5	20
B2	The Places We Come From, The Stories We Tell	Bette Ann Moskowitz	Mary Porter Hall	Ernst Schoen-Rene	13	Lunch	12
B3	One Stroke Canvas Painting	Peg Nau and Jeanne Sutton	Jouette Bassler	Dolores LaChance Regina Packard, Gayle Schumacher	16	2	15
B4	Origins and History of Zionism	Rabbi Jonathan Kligler	Susan Puret		66	Sanct.	
B5	Best American Short Stories 2017	Susan Greenstein	Susan Greenstein	Karren Trent	20	1	26
	SUBTOTAL				130		
C1	Broadway Bach the Berkshires and Beyond	Johannes Goebel, Tristan Wilson, David Segal, Peter Bogyo, Otts Monderloh	Mary Porter Hall	Hildegard Pleva, Karen Reynolds	35	6	
C2	Lost Industries of Ulster County	Mariou Abramshe	Susan Davis	Kathy Carroll, Greta Hutton	39	Social	
C3	Introduction to Kung Fu	Eric Brugnani	Susan Puret	Roberta Gavner	11	Lunch	12
C4	Economic Issues: Two Points of View	Andy Weintraub and Laura Ebert	Susan Puret	Susan Puret Barbara Kalleberg, Laurie Silver	14	5	
C5	Emily Dickinson: Pugilist and Poet	Anne Richey	Jouette Bassler		18	1	
	SUBTOTAL				117		
		TOTAL MEMBERS ENROLLED*	156	Number enrolled 1 class		27	
		TOTAL FALL MEMBERS	189	Number enrolled 2 classes		47	
		PERCENT ENROLLED	82.5%	Number enrolled 3 classes		82	
	Copies to Lee Gable CL MGR, Laura REG, Mary Hall CC, Susan P Pres, Susan D Mbr, Rich Davis AV, Peg Nau Asst Reg, LeeAnne Thornton Liaison	* 160 counting eligible presenter and jumpstarter who did not enroll in the fall for membership, 2 enrolled					