

Lifespring Board of Directors Meeting

September 10, 2019

Corrected and Approved Minutes

Present: 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, Marilyn Wakefield

Absent: Lucy Stagich

1. **Minutes** – Approval and correction of Minutes of August 13, 2019 – Page 2, #3, lines 5, 6, and 7 should read: ‘it was agreed that these documents are available to anyone on request as part of the Freedom of Information Law covering the SEC. We should be mindful that our minutes will reside in the vault and can be accessed by an internet search. Norm Bowie moved and Colleen Greco seconded that we accept the corrections and approve the minutes of August 13, 2019. Approved as corrected.
2. **President’s Report and General Updates**
 - a. Susan Poretz reported that chairs now stored in the Town Hall will be offered back to the Town of Saugerties or possibly donated to the Woodstock Jewish Center.
 - b. Marjory Greenberg-Vaughn will be retiring as chairperson of the Hospitality Committee before the Spring Semester begins. There will be no change of things for this fall semester. The WJC will be informed of her retirement as there will be a switching of keys. Maureen Huben has volunteered to be the first person at WJC when our classes are in session for the spring semester. Discussion about the purchase of a refrigerator to be stored at the WJC during the six weeks of the semester resulted in the following motion: Laura moved to authorize up to \$200 for the purchase of a small refrigerator. Seconded by ???? Passed.
Arrangements for Marjory’s successor will be the responsibility of the Board.
 - c. Publicity about the Lifespring donation to the Saugerties Library for enhanced hearing devices for use by guests appeared in the August 29, 2019 issue of the Saugerties Times. A good picture of Katie Scott-Childress, library director, John Remington, president of the library’s board of trustees and members of the Lifespring Board, Susan Poretz, Susan Davis and Colleen Greco accompanied the article. As Secretary, Marilyn was asked to create and maintain a special scrapbook of important and memorable LS articles, notes, souvenirs, etc. Such an article will be kept in a Lifespring scrapbook.
 - d. Arrangements have been made about the setting up, stacking and use of the Library chairs after a meeting with Supervisor Costello. As part of Lifespring’s

responsibility, Susan Davis reports that dates of events the chairs are needed will be given early to Greg Chorvas. There may be a need for two men to help September 25, the day of the Preamble. Susan Davis reported that Town Supervisor Fred Costello and Greg Chorvas, Superintendent of Town Buildings and Grounds, have graciously responded to our request for assistance in setting and re-stacking chairs in the Community room of the Saugerties Public Library for five of our scheduled LS programs using that space this year. Susan Davis is the liaison with Greg to remind him prior to each event.

- e. Upcoming WJC Intro and Meeting on 9/11 – In addition to Susan Puretz, Natalee Rosenstein, Susan Davis and Laura Phillips will be at the meeting with the new WJC Senior administrator and Dee. **Items to be discussed:**
 - 1. Security at WJC and how it relates to Lifespring; 2. Curtains and the current situation regarding the need for a temporary method to darken rooms (including the WJC installing the blackout curtains that the Board, at its August meeting, authorized Laura to buy and make); 3. keeping a Lifespring refrigerator in the WJC; 4. Keys and door code and the people who will have them; 5. The possibility of Lifespring renting some additional space occasionally.

3. SEC Chair Report – Susan Davis

There has been no meeting. “Lifespring is working so smoothly.”

Treasurer’s Report – Peg Nau – Report- Page 8 of Committee Reports. Discussion about the projected budget ensued. It was decided that it would be helpful to add a line to the budget report to show the variation from the budgeted amount for each budget category. Laura volunteered to work on this with input from Natalee and Peg.

- 4. Report from Registrar – Laura Phillips – Report-Pages 1 & 2 of Committee Reports. Laura noted that in addition to two current members, two new members took advantage of the newly instituted “late registration”.
- 5. Reports from Committee Coordinators (the written Board reports submitted prior to the meeting are attached at the end of the Minutes)
 - a. Curriculum Committee – by Tuesday, September 17, the spring 2020 class list will be finalized and work on next fall’s classes will begin. Susan Puretz mentioned that a Cloud presentation from the Cloud Association Society might be possible in October.
 - b. Events Committee – Colleen reported that to date 39 people had signed up for the September 25th Preamble with Lew Brownstein. The cut-off day for signing up will be September 18. The Hiking course has its second meeting

- the same day as the Preamble. There will be a Halloween party this year during the lunch period. Colleen will make an announcement about it when classes begin. In 2020 there will be no party since it is probably a good idea to take a break after two years in a row.
- c. Membership – Susan Davis expects that security issues with the front door at WJC will be cleared up before the start of classes. She will contact members of the Membership Committee as soon as they have received their registration confirmation and make sure that the welcome table is covered. Members of the Board will cover the first period (A). and they have chosen their dates. Susan is glad to report that there are 37 new members who have become part of Lifespring. These new members have replaced those who have left (and then some.)
 - d. Program Support Committee – Susan K indicated that she will be sending to Dee the set-up request. Laura will have name tags and holders for the new members.
 - e. Services Committee – Marjory noted in an addition to her report that all volunteers are on board for Morning set-up and Afternoon clean up. The supply closet is yet to be checked and because of the announcement in the catalog about volunteering there will be more volunteers for hospitality next semester.
6. Reports from Ad Hoc Committee Coordinators
Detailed reports from Rich Davis, AV, Lee Gable, Class Managers, and Susan Greenstein, Publications, are attached.
7. Report from Moving Forward Committee – Report from MFC meeting of 8/26/19 (Natalee Rosenstein) is attached.
Follow-up on items in the written report:
1. **Gifts for Presenters** –The Board approved in theory the idea of a token gift (to be determined). Discussed as possible gifts was the purchase of Kraus chocolates and a market bag. Diane McDowell demonstrated an example of a market bag that cost \$2.80. It was mentioned that \$2,500 was budgeted for gifts and as we are no longer having the luncheon, the money would be available for other methods of thanking the presenters.

2. Lifespring Sponsorship of a Regional LLI Conference was discussed.

A **motion** was made by Natalee Rosenstein that Lifespring would consider sponsoring a meeting in March of 2020, seconded by Susan Davis. Motion passed.

Marist College had volunteered in the past to host the meeting and the date can be flexible. It is not certain that Vassar will co-sponsor with Lifespring and it was decided that Lifespring would possibly go ahead without them. The 2020 meeting may include only the Lifelong Learning Institutes in the Hudson

Valley. Careful planning is necessary and an ad-hoc sub-committee will be established to further discuss all that needs to be accomplished. It was suggested that someone currently not serving on the Board be part of it. The content of the meeting is a strong priority. Seasoned veterans to these meetings need vital and new information. In the past, three or four representatives from each LLI have attended the conferences. Laura Phillips, Susan Davis and Natalee Rosenstein have volunteered to be members of the ad-hoc committee.

3 An Open Board Meeting to which all Members would be invited. Natalee made the motion that there would be an open Board Meeting at lunch time November 12, 2019. Marjorie seconded the motion. Passed. At noon, everybody will gather around the tables which will be set up as a large square. Peg Nau will e-mail the Saugerties Library to see if the Community Room is free on that date The Saugerties Senior Center and the WJC were not available. It will be a covered dish luncheon and everyone will bring food and Peg has volunteered to coordinate the set-up and the food. Members who wish to attend will be asked to RSVP.

8. Old Business

1. Gift for Town – Over a period of years \$1,000 has been given to the town for projects and it is more than overdue for Lifespring to think about another gift. Lifespring also gave the Town a whiteboard set-up in 2017)

Motion: Susan Poretz made the motion that we would commit ourselves once again to give a donation to the town, Norm seconded the motion. Passed. Further discussion followed. Susan P. explained that the Town of Saugerties and some other organizations had a great need for archival space. A grant for such space was made, turned down and most likely a new grant is underway. It was pointed out that it is too early to earmark funds for this project by Lifespring because building the dedicated archival space has not yet started. During discussion, it became apparent that more updated information from the town is needed and as a result a motion was made by Susan Poretz and seconded by Susan Davis to table the motion made earlier by Susan P. and Norm. Passed.

2. By-laws and Appointments - Laura Phillips stated that appointments have been vague and that Susan Krompner and Marjorie had not been officially appointed.

Laura made the motion to make the appointments of Susan K. for a 2 year term as committee chairman of Program Support and Marjorie for a 2 year term as Service Committee Chairman. Seconded by Maureen. Passed
The appointments were then officially made by President Susan P. It was noted that Marjorie will remain on the Moving Forward Committee.

9. New Business – Preparation for Opening – There will be more preparation, but all is ready for the first week. Susan P. commended Marjorie for the great work that she has done with the hospitality program and how it has grown over the years. Colleen added that Marjory's e time, energy and detailed planning have been outstanding.

The motion to adjourn the meeting was made by Laura and seconded by Susan Davis. Unanimously passed.

Next Meeting:

Tuesday, October 8, 2019 at 9:30 am
Classes begin October 16th

Respectfully submitted,
Marilyn Wakefield

BOARD OF DIRECTORS

AGENDA

SEPTEMBER 10, 2019

1. **Minutes:** Approval of Minutes of AUGUST 13, 2019

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

- Chairs in storage area
- Marjory's retirement
- Library donation publicity
- Library chairs

Upcoming WJC Intro and Meeting on 9/11

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:**

- Gifts for Presenters
- Open Board meeting
- LLI

9. **Old Business:**

Gift for Town

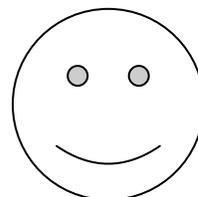
10. **New Business**

Preparation for Opening

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Reports for September 10, 2019 Board Meeting

TREASURER:

See attached at the end of this report.

REGISTRAR:

Registrar report for Lifespring Board Meeting Sept 10, 2019

Rich Davis set up the new Lifespring laptop and I have been working at restoring all the data on our flash drives to our new computer. Peg's files have been restored and she has the computer so she can familiarize herself with it. As soon as I get the remaining flash drives that board members have at home I can complete the restoration. There are three accounts on the computer – one for the administrator Rich Davis, one for Archived (our data files from flash drives), one for Treasurer.

Registration packets with confirmation letters were mailed at the post office today, Sept 5 and should arrive early next week. There are 192 members and 8 did not sign up for classes fall semester.

All the class lists, and reports have been submitted to committee chairs. Attendance lists were copied by Roberta for use by class managers.

Attached (see page 7) is the Working Data Report as of the close of registration. Roberta Gavner increased the limits for her Tai Chi class so we have only 2 classes with waiting lists Meditation and Short Stories. Just for Fun was cancelled since only 6 people signed up. We are going to seat the maximum number possible in room 6 for the Environment Class. We are going on the assumption that there will be a typical 15+% absence rate. I will not take any adds unless we get a significant number of drops.

We ended up with 34 people who did not return from last year – this includes at least 4 who moved away, 4 past presenters who were not active and used up their “free year”, and 3 who became too ill to come. Others left for unknown reasons. This information has been shared with the membership coordinator. We also picked up 36 new members so our total is 2 more in 2019 than in 2018. As of 9/5/2019 we had only one late registration (a new member).

I will be contacting the presenters to give them a copy of their attendance list and to ask about any special seating needs. I will encourage them to communicate with the class members via our group emails.

The following people have volunteered or submitted volunteer forms with their registration since my last report:

John Thayer - AV

Sally Colclough-Class Manager AND Membership

Laura Phillips Registrar

STANDING COMMITTEES

CURRICULUM:

The Curriculum Committee has 99.9% of the courses for Spring 2020 set.

Mary Porter Hall and Diane McDowell

Co-coordinators

EVENTS:

Events Report for September 2019:

1. Preamble: Susan Greenstein and Connie Cuttle completed the flyer for Lew Brownstein's September 25th presentation. Susan Puretz sent out the flyer with the invitation to our membership. Maureen H. has begun taking reservations. There are 35 as of 9/5. Maureen will update the Board on 9/10. Our committee members have signed up for coverage that morning.

I've sent an email to Lew asking for his AV needs; however, he has not yet responded. When he does, I will pass his requests on to Rich D.

2. Halloween Celebration: I conferred with my committee and ALL are in favor of having a Halloween Celebration again this year. We will be organizing and setting up tasks before classes begin on Oct. 16. We decided to run the celebration similar to last year's successful plan.

We will be asking Lee Gable to have the class Managers announce this from the first day of classes since we will have only two weeks to encourage people to participate. Also, I'll contact the three Susan's to set up announcements promoting the celebration.

Colleen Greco

MEMBERSHIP:

For the 2019/20 Lifespring year, we are pleased to welcome 36 new members (as of 8/31). The following towns are represented in our new member population: Saugerties, Port Ewen, Poughkeepsie, Kingston, Rhinebeck, Bearsville, Woodstock, West Camp, Lake Katrine, Hurley, and Ruby. Several new members have already signed up to be Volunteers! We are delighted to have this new group joining our Lifespring community.

Many thanks to Laura for her excellent skills in her work as our Lifespring Registrar and to Susan Puretz for

her help in sending out our new member admit letters....what a team!

Once members have received their class schedules, I will begin to line up the Welcome table coverage. We will be discussing the security protocol and how it impacts our front door monitoring with the new executive administrator of the WJC. We will also be asking for Board members who are willing to volunteer to cover the Welcome Table during the first period (period A) for one week or perhaps more, if you are not taking an A period class.

Planning ahead: Possible date for New Member Lunch meeting—4th week of Lifespring, November 6th.

Susan Davis, Membership Coordinator

PROGRAM SUPPORT:

We have just received final room assignments and will be arranging with the WJC for room setup. Being clarified is the management of room darkening for visual needs.

Signage will be made and I have a volunteer to help with setup.

Respectfully submitted

Susan Krompier

SERVICES:

Happy to report that my wonderful committee members are on board. We will be prepared for opening day

Marjory

AD HOC COMMITTEES

AV :

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

- Laura and I have collaborated on room assignments and I think they are finalized.
- I'm in the midst of lots of email correspondence with our fall presenters on their AV needs, and developing plans to satisfy those need with our equipment.
- After the cancellation of JFF, there are 9 courses needing AV support, and they are spread with a 3-4-2 pattern over the day.
- I received and checked out an additional HDMI-capable projector so we now have 3 with that capability.
- I received and performed the initial setup of the HP Elitebook which will serve as the Registration Team computer. Passed it on to Laura who will customize for Peggy.
- I am almost finished revising our set of AV education materials to be used this semester.
- I've scheduled a training session for new AV team member John Thayer to take place September 18,

and will set up one for the whole AV team later.

- I've planned with Greg Chorvas to have the town crew move us back to the WJC on October 8.
- I submitted a set of 9 vouchers for AV equipment purchases over the past few months to Peggy. Total came to \$466.

Best regards.

Rich Davis

richdavis@earthlink.net

CLASS MANAGERS:

I had a wonderful response for class managers. A couple were new members. It is nice to see that new members are so willing to volunteer.

All the classes have class managers except for a couple. I have sent out emails to persons I know, asking if they would consider being a class manager. I am awaiting their responses.

I have reserved the town hall conference room for Sept 27 and 30, where I will review the job description and hand out clip boards, and answer questions.

I am working on the packets for the clip boards.

I hope to have everything by 9/11.

I will be away from 9/11-9/24

Respectfully submitted,

Lee Gable

PUBLICATIONS:

Board Report, Publications Coordinator

From Susan Greenstein

September 5, 2019

Lifespring newsletter, *News & Views*

The newsletter is still in the works. Publication will be mid October, hopefully, procrastination aside.

Spring Catalog

Work will begin on the spring catalog by the end of October.

Flyers

A flyer for the preamble was created by Connie Cuttle. Colleen provided us all the info, I coordinated with Connie.

Website

No current website issues. There is detailed information available to us about website usage. If there's interest, we can ask David Cartmell to provide us with some kind of report.



MOVING FORWARD:

Report from MFC meeting of 8/26/19(Natalee Rosenstein)

All members, Susan Davis, Peg Nau, Marjory Greenberg-Vaughn, Lee Gable, Norm Bowie and myself, were present. There were three items on the agenda: 1) Gifts for Presenters 2) Lifespring Sponsorship of a Regional LLI Meeting and 3) An Open Board Meeting to which All members would be Invited. The committee's conclusions and recommendations follow below.

- 1) Gifts for Presenters.** The MFC agrees with the idea of giving a gift in addition to the one year free membership as a token of Lifespring's appreciation for the time and effort they volunteer. The committee likes the idea of an upgraded market tote bag with the Lifespring logo to be given to all presenters- 6- week, 1 time and winter presenters- with 6-week presenters getting an additional token gift inside the bag, possibly a small

box of Kraus' chocolate. The MFC now refers the matter back to the Curriculum Committee for further discussion and implementation. Once the CC has investigated prices and made a choice they should bring the recommendation with the anticipated budget to the Board for approval. No action is needed by the Board at this time.

- 2) Lifespring Sponsorship of a Regional LLI Conference.** The MFC believes that the past three regional meetings have been valuable and that it would be appropriate for Lifespring to sponsor a meeting next spring, to be hosted by the Marist LLI and possibly co-sponsored by the Vassar LLI. Decisions need to be made about whether to include all the LLIs that attended the last meeting or to narrow the field to the closer LLIs. Discussion of an agenda and structure that does not just repeat the previous meetings will be necessary. The MFC recommends that the Board establish an ad-hoc sub-committee to further discuss and implement a regional LLI meeting for March 2020.
- 3) An Open Board Meeting to which All Members would be Invited.** This idea comes under the overall strategic priority of recruiting volunteers. While definite progress has been made in recruiting new members for the committees and specific tasks we still have great difficulty in recruiting people for leadership positions. The MFC believes an Open Board meeting would be a way to demystify what the Board does and, hopefully, make it less intimidating for members to consider accepting when approached by the Board. The MFC recommends that either the November Board meeting be designated as the Open Meeting. We further recommend that we make it a covered dish lunch meeting in the spirit of building the Lifespring community. Peg Nau has volunteered to coordinate the food. The location—either the WJC or the Senior Center— needs to be decided as well.

Course	Course Name	Presenter	Class Coord	Class Manager	Room #	Enroll Limit
A1	Opera as Politics Part V	Chuck Mishaan	S Greenstein		Social	46
A2	What does it mean to be a liberal?	Norm Bowie	N. Bowie		Room 6	40
A3	Beginning Tai Chi	Roberta Gagner	Diane McDowell		Room 2	17
A4	Women in the Bible II	Jouette Bassler	Jouette Bassler		Room 1	24
A5	Artificial Intelligence Demystified	John Bassler	Jouette Bassler		Room 5	21
	SUBTOTAL					148
B1	The Poetry of W. H. Auden: Environmental Awareness: Protecting our Natural Heritage and Empowering Communities	Rosemary Deen Ramsay Adams, Kate Hagerman, Kathleen Nolan, Katherine Nadeau, Sam Wright, Wes Gillingham	S Greenstein		Room 2	20
B2	With Liberty and Justice for All—Myth or Reality?*	Donn Avallone	Donn Avallone /Natalee Rosenstein		Social	61
B3	Scandinavia – the Land of Genius and Midnight sun	Ernst Schoen-Rene	Jouette Bassler		Room 5	24
B4	Introduction to French	Lynn Gore	Jouette Bassler		Room 1	17
	SUBTOTAL					152
C1	Healthy You	Allison Gould, Tim Govel, Dr. Valerie Cluzet, Joseph Mills, Dr. James Nitzkowski, Dr. Brian Binetti	Jouette Bassler		Social Hall	41
C2	Meditation	Barbara Schofield	Diane McDowell		Room 5	20
C3	A Look at China with a Diplomat and a Traveler	Gary Bischoff, Patrick Corcoran	Susan Puretz		Room 6	41
C4	Best American Short Stories of 2019	Susan Greenstein	S. Greenstein		Room 2	28
C5	Just for Fun-Again*					cancelled
	SUBTOTAL					130
	BONUS Intro to Hiking	Charles Lutomski	Susan Puretz???			26
	Total Members Fall 2018	189	Number enrolled 0 class			8
	New Member applications	36	Number enrolled 1 class			21
	Returning Members	155	Number enrolled 2 classes			60
	TOTAL FALL MEMBERS 2019	191	Number enrolled 3 classes			102

