

## **APPROVED MINUTES OF THE LS ANNUAL MEETING on May 25, 2022**

Maureen Huben as co-chair of the Events and Hospitality Committees welcomed everyone to Lifespring's 13<sup>th</sup> Annual Meeting and described the agenda for the day.

She expressed appreciation for the support and sponsorship of Lifespring by the Town of Saugerties. Maureen introduced Fred Costello, Town Supervisor of Saugerties, who has been an enthusiastic supporter of Lifespring's mission from the very beginning.

Fred expressed his honor and pride to be one of the only Town Supervisors in the nation who includes an adult learning program as part of the Town's services to the community. He congratulated Lifespring on surviving and thriving through the COVID experience. Fred acknowledged Deputy Town Supervisor, Leanne Thornton, for her unwavering dedication to the continuing relationship between LS and the Town. Other Board members including Peg Nau, Mike Ivino and Zack Horton have also been consistent supporters of the unique resource that Lifespring provides for the community. He wished all of Lifespring continued success and looks forward to an enduring cooperative relationship going forward.

Susan Puretz, President of Lifespring opened the business portion of this meeting at 9:37 a.m. Susan reflected on the past 13 years of LS's growth and development. Looking forward, she announced a return to some in-person classes at the Woodstock Jewish Center along with continuing some electronic classes by Zoom as well. She also announced the beginning of payment for membership fees by credit card and first come first serve enrollment in classes for the fall 2022 semester. Susan invited all current members to encourage anyone who might wish to become a member to email her directly before July 31, 2022.

Natalee Rosenstein, Vice-President announced the results of the elections for the Board of Directors. With 104 voters, all nominees were elected without opposition. Susan Puretz as President, Maureen Bybee as Secretary, Diane McDowell as Member-at-large, Leslie Surprenant as Member-at-Large, and Lydia Edelhaus as Member-at-Large.

Peg Nau, Treasurer presented the Annual Report, 12 Months Financial. See the attached. Balance as of 4/30/2022 was \$20,395.00.

Laura Phillips, Chair of the Bylaws Review Committee, described the process of the reviewing the LS Bylaws and the resulting proposed revisions. The revisions were accepted by a vote of 104 in favor and none opposed. See attached Approved and Amended Bylaws.

Susan P introduced a moment of silence in memory of our members who died in this past year and the victims of the recent school shooting in Texas. The names of our members were displayed on a Memory Board.

Susan P described the structure of the Board. She also acknowledged the unique and welcome contributions of each member of the Board.

Susan P opened the floor for comments, questions, ideas, or reflections.

Anne Miller reminded and encouraged attendees that we are open to introductions to new presenters.

Natalee Rosenstein acknowledged all the members for participating in classes despite the challenges we faced together. Presenters have noticed the high quality of participation by our members.

Maureen Huben encouraged us all to “hang in there” for the coming possibilities of some personal interaction.

Leslie Suprenant offered thanks for the opportunity to colead an in person outdoor class this past spring and kudos to Susan Greenstein for publishing the *News and Views* newsletter.

Susan Greenstein encouraged members to write an article for the Newsletter and offered suggestions to us all.

Anne relayed a question from the Chat about the membership fee if classes are both in person and online. Would there be a difference in cost between the two? Susan P. responded that at this point there will only be one “price” for membership.

Anne continued to relay the comments and questions from Chat. The Chat transcript is attached.

Susan P introduced a slide presentation created by Rich Davis illustrating events and classes from the last semester including the Nature Rambles at Comeau Property, Zentangle, and the Thorn Preserve Walk.

Susan Puretz closed the business meeting at 10:26 a.m.

Phyllis Clark introduced our entertainment by the St. David’s School Percussion Ensemble. The ensemble’s performance was arranged and conducted by John Francis also of St. David’s School an independent Catholic school for boys in NYC.

The meeting ended on a positive note following the talented performances of these young men. As Susan G. later said “And the youthful musicians were a breath of fresh air in dark times.”

Maureen Bybee, Secretary

**LIFESPRING ANNUAL MEETING  
MAY 25, 2022**

**12 MONTH FINANCIAL REPORT**

<b>Starting Balance from last year – 4/30/2021</b>	<b>\$15,403</b>
Revenue through 4/30/2022	
Member Fees	7,300
Donations	200
Interest	1
<b>Subtotal Revenue</b>	<b>\$7,501</b>
Expenses through 4/3-/2021	
Zoom and Google Fees	\$1,009
Catalog	865
Newsletter	180
Website Updates and Research	193
Thank-you Gifts and Donations	263
<b>Subtotal Expenses</b>	<b>\$2,509</b>
<b>Current Balance 4/30/2022</b>	<b>\$20,395</b>

Peg Nau,  
Treasurer

**LIFESPRING: SAUGERTIES ADULT LEARNING COMMUNITY BYLAWS**  
as Amended May 17, 2022

**ARTICLE I – NAME**

The name of the organization shall be Lifespring: Saugerties Adult Learning Community (hereafter called Lifespring). Lifespring is an official Town of Saugerties community group with its principal offices at the Town Hall, 4 High Street, Saugerties, New York 12477. The Senior Education Commission created by Local Law 1, 2018, of the Town of Saugerties shall oversee the operation of Lifespring.

**ARTICLE II – PURPOSE**

Lifespring: Saugerties Adult Learning Community offers a broad range of noncredit courses and other educational opportunities that support a lifelong love of learning. Lifespring works to provide a welcoming and inclusive environment in which a diverse membership participates in varied learning experiences.

**ARTICLE III – MEMBERSHIP***Section 1 – Nature of membership*

Membership in Lifespring shall be open to all adults who wish to join and participate in the activities of the organization. A member in Lifespring is any person who has been admitted for membership and has paid dues for the current membership year. Membership shall be renewable annually based upon payment of the annual dues.

*Section 2 – Members' rights*

Members shall have the right to vote at all general meetings, hold office, and participate in the activities of the organization.

*Section 3 – Membership year*

The membership year shall be August 1 to July 31

*Section 4 – Voting*

Members shall elect officers and Members-at-Large of the Board of Directors annually. Officers and members-at-large shall be elected by a simple majority of those voting. Board members shall take office August 1 of each year. Voting may be conducted either in-person or electronically.

### *Section 5 – Annual Membership Meeting*

The Annual Membership Meeting shall take place either in person or electronically in the spring no later than one month after the end of the spring semester. The purpose of the Annual Membership Meeting shall be to inform members of the status of the organization, present the financial report to the membership, and to announce any amendments to the Bylaws and the results of the elections to the Board. The financial report, amendments to the bylaws and election results will be sent electronically to the membership after the annual meeting.

## **ARTICLE IV – GOVERNING BODY**

### *Section 1 – Board of Directors role*

The affairs of the organization shall be governed by a Board of Directors.

### *Section 2 – Board of Directors meetings*

The Board of Directors shall meet a minimum of nine times a year at times and places to be decided by the President either in person or electronically. Members of the Board are expected to regularly attend scheduled meetings. All Board Meetings are open to Members of Lifespring.

### *Section 3 – Special meetings*

The President shall call special meetings of the Board as necessary or if requested by three Board members. Special meetings can be held in person or electronically. Notice of special meetings must be disseminated to Board members at least three days before the meeting date.

### *Section 4 – Quorum*

A simple majority of voting Board Members shall be present to create a quorum for conducting business.

### *Section 5 – Conduct of business*

The Board shall conduct its business with a simple majority vote of those present and eligible to vote.

### *Section 6 - Records*

Records of the organization, both electronic and paper, including but not limited to minutes, the policy manual, the coordinators handbook and catalogs shall be maintained. They shall be stored at Saugerties Town Hall.

## **ARTICLE V – BOARD OF DIRECTORS MEMBERSHIP**

### *Section 1 – Board of Directors Membership*

The Board of Directors shall consist of 15 members of Lifespring. Those serving on the Board will be: four Officers: (President, Vice President, Secretary, and Treasurer), the Registrar, the Coordinators of the five Standing Committees, and five Members-at-Large. The immediate past president will serve as an advisor to the Board as a non-voting *Ex Officio* member.

### *Section 2 – Board of Directors selection process*

Officers and Members-at-Large shall be elected by members as described in Article III Section 4. The Committee Coordinators and the Registrar shall be appointed by the President with the approval of the Board of Directors.

### *Section 3 – Board member terms*

The term for all Board members, including Officers, Members-at-Large, and Committee Coordinators shall be two (2) years. The President, Secretary and three Members-at-Large shall be elected in even years, the Vice President, Treasurer and the other two Members-at-Large shall be elected in odd years.

### *Section 4 – Term limits*

Members-at-Large shall be limited to two (2) successive elected terms. Coordinators of standing committees shall have no term limits as such but may be reappointed by the President every two (2) years.

### *Section 5 - Removal of an Officer or Member of the Board*

Any officer or member of the Board, whether elected or appointed, may be removed for cause by a 3/4 vote of the Board at a scheduled meeting with a quorum present.

### *Section 6 – Vacancies*

Any vacancy that occurs shall be filled by the President who will appoint a member of the organization to serve the remainder of the term. The appointment will be made with the approval of the Board of Directors. If the Presidency becomes vacant, the Vice President will assume the office for the remainder of the President's term.

**ARTICLE VI – OFFICERS***Section 1 – President*

The President shall supervise the affairs and activities of the organization, including electronic communication, represent the organization to or appoint a representative to other organizations, preside at all Board meetings, appoint the Registrar, the fifth member of the Executive Committee, and Coordinators of Standing Committees (with the approval of the Board), and appoint *Ad Hoc* committees and task forces as needed. The President shall present a report on the organization's activities at the Annual Meeting.

*Section 2 – Vice President*

The Vice President shall perform the President's duties in case of absence, and carry out other duties as delegated by the President.

*Section 3 – Treasurer*

The Treasurer will: monitor finances; arrange for collection of all monies and payment of expenses; report on the financial standing of the organization at each Board meeting; interface with the Town on financial matters; and present a financial report at the annual membership meeting. The Treasurer shall serve as a member of the Budget Committee as described in Article VIII, Section 3.

*Section 4 – Secretary*

The Secretary or another designated representative shall maintain the official records of the organization and record and distribute the minutes of all Board meetings, as well as prepare any correspondence as requested by the President. The Secretary shall arrange to notify the membership of the time, date, and agenda of the Annual Membership Meeting no less than one month prior to the annual meeting.

**ARTICLE VII – REGISTRAR, MEMBERS-AT-LARGE, EXECUTIVE COMMITTEE and STANDING COMMITTEES***Section 1 –Registrar*

The Registrar shall manage the enrollment process for courses and maintain a database of all members.

*Section 2 – Members-At-Large*

Members-At-Large shall represent membership interests to the Board as well as coordinate *Ad Hoc* committees when asked by the President, and shall assist on other committees and projects. A member of the Board "at large" has the same rights and responsibilities as other board members to attend meetings of the

Board, and to participate in the discussions and decisions of the Board. Members-At-Large may volunteer for or be appointed by the President to various responsibilities and projects - short or long-term - during their elected two-year term.

### *Section 3 - Executive Committee*

The Executive Committee will consist of the four (4) elected officers (President, Vice President, Secretary, and Treasurer) plus one additional Board member appointed by the President. The Executive Committee will meet in person or electronically on an as-needed basis.

### *Section 4 – Committees*

There shall be five (5) standing committees as follows:

Curriculum Committee

Events Committee

Membership Committee

Program Support Committee

Hospitality Committee

### *Section 5 – Curriculum Committee*

The Curriculum Committee shall: develop new courses; recruit presenters; arrange class schedules with the Registrar; and prepare course descriptions and presenter information for the catalog. They will communicate information to the Registrar and to other committees as necessary.

### *Section 6 – Events Committee*

The Events Committee shall plan and coordinate special occasions such as, but not limited to, the Annual Meeting.

### *Section 7 - Membership Committee*

The Membership Committee shall oversee the welcoming of new and returning members each semester and shall address the general satisfaction of the current members, responding to concerns and suggestions as appropriate. The tasks of this committee coordinator shall include working with the Registrar and the President on the admission process and with the Lifespring Board on policies and initiatives affecting the general membership.

### *Section 8 – Program Support Committee*

The Program Support Committee shall be responsible for management of the physical requirements of in-person classrooms. The Coordinator shall work with

the Registrar and other standing and *ad hoc* committees to determine how to best meet Lifespring's support requirements for each semester.

### *Section 9 - Hospitality Committee*

The Hospitality Committee shall oversee the provision of refreshments and coordinate volunteers for food service for in-person LS classes and social events. The Hospitality Committee may partner with the Events Committee to assist with social functions or events that are in addition to classes.

## **ARTICLE VIII – AD HOC COMMITTEES**

### *Section 1 – Committee Appointments*

*Ad Hoc* Committees and their Coordinators shall be appointed by the President. Coordinators of *Ad Hoc* committees shall not be members of the Board unless they already serve on the Board. *Ad Hoc* Committee recommendations shall be presented to the Board and will be subject to Board approval.

### *Section 2 – Nominating and Election Committee*

The President shall appoint a Nominating and Election Committee of at least three members with the approval of the Board. The Nominating and Election Committee shall select a qualified slate of Officers and Members-at-Large and present the slate to the Board for approval. Nominations for Officers and Members-at-Large may be submitted by a Lifespring Member to the Nominating Committee and qualified nominees shall be included in the slate presented to the Board, provided that the person nominated agrees to stand for election. Additional names may be written-in on an election ballot, or nominated from the floor at an in-person meeting. Nominees will be voted on by the membership in accordance with Article III Section 4.

### *Section 3- Budget Committee*

The President shall appoint a Budget Committee of at least three members including the Treasurer with the approval of the Board. The Budget Committee in consultation with existing standing and *ad hoc* committees shall develop a budget for discussion and approval by the Board prior to May 31<sup>st</sup> each year. The Budget will be presented to the Membership annually.

## **ARTICLE IX – FISCAL YEAR**

The fiscal year shall be August 1 through July 31.

## **ARTICLE X – PARLIAMENTARY AUTHORITY**

*Roberts Rules of Order Revised* shall govern the organization in all cases to which they apply and are consistent with these Bylaws.

## **ARTICLE XI –BYLAWS**

### *Section 1 – Bylaws Committee*

The President shall appoint a Bylaws Committee at least once every three years to review current Bylaws for the purpose of revising and updating them as needed. The Bylaws Committee will present suggested changes to the Board for review and approval. The Board will present any recommended changes to the membership to be voted on in accordance with Article XI, Section 3.

### *Section 2 -- Suggestions for Change*

Requests for Bylaws changes may come from any member and shall be referred to the Bylaws Committee. If no Bylaws Committee is in effect, the President shall appoint one to consider suggestions made by members.

### *Section 3 – Amendments*

These Bylaws may be amended by a two-thirds affirmative vote of those voting. Written or electronic notice to the members of any proposed amendment(s) to the bylaws must be given at least thirty days prior to voting. Voting may be conducted either electronically or in-person. Approved amendments to the Bylaws shall be announced at the Annual Meeting and sent electronically to the membership.

Bylaws Adopted by the Board: February 17, 2010

Bylaws Adopted by Membership: June 8, 2010

Amended Bylaws Adopted by Membership: May 24, 2011

Amended Bylaws Adopted by Membership: June 5, 2013

Amended Bylaws Adopted by Membership: June 7, 2017

Amended Bylaws Adopted by Membership: May 29, 2019

Amended Bylaws, Adopted by Membership: May 17, 2022

Maureen Bybee, Secretary

**CHAT TRANSCRIPT  
LIFESPING ANNUAL MEETING 5/25/2022**

- 10:01:14 From Carolyn Siewers Lifespringtaskforce : 🖐️
- 10:02:02 From Anne Miller Lifespring : Laura is AMAZING!
- 10:09:19 From Carolyn Siewers Lifespringtaskforce : Laura is amazing!!!
- 10:10:20 From Steve and Annette Zwickler : Thank you for all the work you put in to get us through these difficult times.
- 10:10:36 From Marjory's iPad (2) : Thanks to these amazing people, whose dedication has created our Lifespring.
- 10:11:36 From SRafkind : Thank you for the wonderful courses this past year. Next year if there is a combination of Zoom and Room classes, will the pricing be al a carte?
- 10:11:44 From iPad JoAnn Argis-Okin : After fracturing my pelvis this winter, I cannot tell you how much I looked forward to all the classes being offered. I truly enjoyed all the presenters and board members. God bless all of you.
- 10:14:18 From Susan Krompier : Couldn't agree more!
- 10:15:01 From leeanne thornton : Congratulations to the Lifespring Board and all the participants for making the 2021-22 year so exciting for everyone!
- 10:15:17 From Laurie : I have appreciated the engaging classes and the wonderful team that had them running so beautifully. Each session was something I really looked forward to. Thank you all.
- 10:17:39 From Linda Katt : Thank you for all your work in getting us through the past 2 years. The quality and variety of the classes as well as the outstanding technical support were so impressive!
- 10:20:41 From Carolyn Siewers Lifespringtaskforce : I would like to give a shout out to Anne Miller for all the assistance to presenters. Her assistance made for a much improved presentations and an easier time for the Taskforce team.
- 10:21:34 From Maureen Huben : One of the reasons we have been so successful in our presentations is the caliber of those on the task force headed by Laura. She and the other members have learned all of the aspects of on-line learning. Thanks for all they do.
- 10:27:29 From Marvelene Beach : Seeing multiple Susans and the rest of the board and so many members this morning makes me so happy! Thanks so much for

continuing Lifespring classes and keeping the organization vibrant in a very difficult time!

10:37:19 From Leslie Surprenant to Everyone: So great to bring youth to us "oldsters!" Thanks!

10:49:07 From Lee Gable to Everyone: Yes

10:50:09 From Susan Krompier to Everyone: Very Cool!!!!!!

10:50:49 From Anne Miller Lifespring to Everyone: Loved it!

10:51:15 From Lydia to Everyone: Beautiful to see young boys loving and doing music!

10:51:25 From Maureen Huben to Everyone: Phyllis, thanks so much for bringing this to us

10:51:30 From Leslie Surprenant to Everyone: Clap clap clap - nice job! Thank you.

10:51:50 From Constance Cuttle to Everyone: Excellent. Thank you Phyllis!!