

Lifespring
Board of Directors Meeting
January 14, 2020

Approved Minutes

The meeting was called to order at 9:32 AM Present were Susan Puret. Norm Bowie, Laura Phillips, Diane McDowell, Susan Davis, Lucy Stagich, Natalee Rosenstein, Colleen Greco, Maureen Huben, and Peg Nau. Absent were Mary Porter-Hall, Susan Krompier, and Marilyn Wakefield. Guests: Fran Jacobson, SEC member and Maureen Bybee.

President Puret announced that Norm Bowie had agreed to serve as secretary for this meeting and that Maureen Bybee who was present was considering an appointment as interim secretary till the annual meeting and elections in June, in light of the absence of Marilyn Wakefield as secretary due to medical issues.

Minutes:

Motion: Approve minutes of December 10, 2019 as presented

Action: Approved

President Puret announced that Evelyn Rogers was the new Director of the Saugerties Public Library. A meeting with the new director is planned and one discussion item will be Lifespring's gift of money to purchase hearing aid devices linked directly to the library's AV system.

She further announced receipt of a warning that in order to avoid fraud, people should write out the date 2020 in its entirety.

Finally she announced that Events and Services would be combined into one committee and co-chaired by Colleen (currently Events chair) and Maureen Huben (currently member at large) to fill the vacant Services position formerly occupied by Marjory Greenburg-Vaughn. The consolidation of the two committees is underway and running smoothly. The exact name of this new combined committee is yet to be determined.

The meeting then turned to committee reports. Susan Davis reporting for the Senior Education Committee (SEC) announced that Fran Jacobson had joined the committee for a 4 year term replacing Norm Bowie whose term had expired. At its December meeting the SEC had revised the Senior Education Committee Guidelines. The revised guidelines are attached.

Since there were no questions for the treasurer or the registrar, the meeting turned to reports from the committee coordinators. Those reports are attached. A few highlights from the coordinators include the following:

Diane McDowell for the Curriculum Committee: The fall 2020 curriculum is nearly complete.

Susan Davis for Membership shared that she and Susan G, and Natalee will be meeting soon to talk about a possible information piece, a printed trifold or other type of rack card to provide information about Lifespring in critical places like Libraries, Government buildings, information sites, etc. Susan also reminded Board members that they can access important Lifespring documents by using the Vault feature of the Website.

Reports from the Ad Hoc Committees were next. Rich Davis had reported that he had sold the damaged Lifespring computer on eBay and netted \$167.50 which

was used to purchase a portable mic and loud speaker system. After that purchase \$121.71 remained. Treasurer Peg Nau noted that for auditing purposes, Rich should provide a check to Lifespring for the full amount of the eBay sale and that Lifespring would then give him a check for the portable mic and loud speaker purchase. The Board concurred that the judgment of the treasurer was correct. Peg will contact Rich about this.

The Ad Hoc Committee Reports are attached.

Natalee reported that the Moving Forward Committee had not met in December and that it would not meet in January if neither the Board nor the committee members had agenda items. No Board member proposed any agenda items for a January meeting of the committee.

The first discussion under old business was the perennial discussion about gifts to presenters. Susan Puretz passed around a light weight fold up grocery bag that might be a suitable gift. In the midst of that discussion it was pointed out that Lifespring had been criticized for handing out plastic water bottles for speakers, since plastic is an environmental hazard. Various alternatives to the plastic water bottle were discussed.

MOTION: Laura then made a motion that Lifespring purchase reusable water bottles for presenters.

After discussion Laura withdrew her motion and volunteered to serve on a subcommittee to address the question. The subcommittee will be appointed and the saga continues. Diane McDowell and Laura were appointed to serve on the subcommittee.

Natalee reported that representatives of the Lifespring LLI and the Vassar LLI met to plan a regional LLI. The two LLIs agreed to sponsor a regional LLI at Vassar on November 7, 2020. A complete summary of the meeting including planning timelines is attached.

Susan Puretz indicated that she remains committed to publishing a handbook that specifies the job descriptions of the various Lifespring Committees. She will email existing job descriptions and each recipient should review, revise, and return them ASAP.

With respect to gifts to the town of Saugerties: Lifespring has, in the past, presented the town with money to fund projects or purchases that would be beneficial to the town. The Board has been considering earmarking a gift to the Town of funds to be used for the development of archival space in Town Hall. Because that specific project has not been officially confirmed, Susan Puretz is in the process of discussions with Fred Costello, the town supervisor about the best way for Lifespring to handle the donation. At this point it is clear that the funds can be given by Lifespring and encumbered by the Town for that specific project. A further question that needs to be clarified by Susan is: What happens to the funds if the project does not materialize?

As for showing appreciation to town workers who set up the chairs for events at the library as well as transporting life spring storage items, the decision has been made to have a pizza party luncheon sometime in the spring for the staff working under Greg Chorvas. Peg Nau will coordinate.

Under new business President Puretz announced the formation of a nominating committee consisting of Natalee Rosenstein, Susan Davis, and Lee Gable to

nominate members to serve as President, Secretary, and 3 Board members at large as well as to consider any by-law changes. This is in preparation for the annual meeting to be held on June 3. Laura Phillips also volunteered for the committee.

With no further business, the meeting adjourned at 10:41 AM

Respectfully submitted,

Secretary Pro Tem

Norm Bowie

LIFESPRING
BOARD OF DIRECTORS Meeting
AGENDA: January 14, 2020

1. **Minutes:** Approval of Minutes of December 10, 2019

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

NEW LIBRARY DIRECTOR
FILL IN 2020 = recommendation
Secretary Position and minutes into the future
Services position

3. **SEC Chair Report – include new guidelines**

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. Gifts for Presenters
- b. Regional LLI meeting update
- c. Handbook update
- d. Gift for town --clarification

10. **New Business**

- a. Nominating Committee

NEXT MEETING:

February 11, 2020

REVISED SENIOR EDUCATION COMMISSION GUIDELINES – December 16, 2019

In order to insure the continued success and high level of achievement that Lifespring has attained, the Senior Education Commission of the Town of Saugerties assigns the responsibility for the smooth and continuing operation of Lifespring to the members of the LS Board of Directors from January 1, 2020, through December 31, 2020. This will include the electing of officers, members-at-large, and appointing Committee Coordinators (full and ad hoc) as outlined in the LS By-Laws amended and approved on May 29, 2019. The Lifespring Board will be responsible for overseeing the daily operations of Lifespring. Policies and procedures as established by the Lifespring Board shall remain in effect. The Lifespring Board of Directors will keep the Senior Education Commission informed of the status and operation of Lifespring by providing the Commission and the Town Board Liaison with copies of the minutes of all official Board meetings, LS catalogs, newsletters, etc. In addition, the Senior Education Commission reserves the right to review and approve any proposed By-Law changes, to approve any increase in membership fees, and to act as the interface between LS and the Liaison from the Saugerties Town Board, and/or the Town Supervisor and Town Board. Any requests by LS for new and/or additional Town Services will be reviewed either by the Commission or Senior Education Commission chairperson. The Commission reserves the right to remove any LS officer for cause. Vacancies on the LS Board will be filled according to the process outlined in their By-Laws. This revised agreement will be in effect January 1, 2020, through December 31, 2020.

Approved by the members of the Senior Education Commission and submitted to the Town of Saugerties Board

Susan Davis, Chair Susan Poretz Laura Phillips Norm Bowie Peg Nau

Reports for January 14, 2020 Board Meeting

TREASURER:

See attached page 5 at the end of this report.

REGISTRAR:

Spring 2020 Registration Schedule:

Registration committee will meet Thursdays starting January 16. I will send out individual email reminder to members who have not registered on Feb 13.

Thursday March 12- Mail out registration packets

4/22/2019 and 2nd day 4/29/2019 are add/drop days at the WJC.

Registrar will take email requests for Adds and Drops Wednesday April 22- Friday May 1. Registrar will provide updated list of available classes.

A REMINDER FOR THE MEETING JAN 14. IF YOU HAVE NOT ALREADY RETURNED YOUR FLASH DRIVE WITH FALL 2019 FILES, PLEASE BRING TO THE BOARD MEETING. THANKS.

Submitted by Laura Phillips, Registrar

STANDING COMMITTEES

CURRICULUM:

The Curriculum Committee is continuing to work on the Fall 2020 Lifespring session.

Mary Porter Hall

Diane McDowell

Co-coordinators

EVENTS:

During the month of January, members of the Events Committee will be contacting a number of people/groups as possible musical entertainment for the Annual Meeting in June.

Colleen Greco

MEMBERSHIP:

Membership Coordinator Report:

A quiet month...nothing much to report. Thinking about our postponed plan to discuss producing a Lifespring information flyer to have available in public kiosks and other places where community information is available: Libraries, Municipal offices, civic organizations, etc. Susan Greenstein, Natalee Rosenstein and I had agreed to meet to talk about this idea in the new year. To be continued....

Susan Davis, Coordinator

PROGRAM SUPPORT:

Program Support Committee Report 1/14/2020

Nothing to report at present. Still have my volunteers set up for Spring Semester. Awaiting info to begin printing signs and f/ u with Dee Graziano at WJC for seat assignments.

Susan Krompier

SERVICES: No Report

AD HOC COMMITTEES**AV:**

Here are the highlights for our AV work for the month prior to the January 2020

BOD meeting.

- I finally got around to checking out the damage to the Lifespring 2015 MacBook Pro last month. I ordered a special tool to open the case, and was following steps shown on a couple of YouTube videos on how to assess

damage. I could see that there were significant deposits of dried coffee and sugar on the system board behind the keyboard. Further work was way beyond what I could do, so I checked eBay and found there is a market for these systems sold on a 'Not working, for parts only' basis, and decided to try that. I removed the 256GB SSD that has all the Lifespring data on it and listed the diskless laptop as a "Buy it Now" offering for \$195. I had several offers at a lower price, but it sold for the full price on the 2nd day. I paid \$19.50 in seller fees and \$8.00 on the tool needed, so the net was \$167.50.

- Flush with cash, I decided Lifespring should own a portable mic and loudspeaker system like Roberta Gavner has been using for her Tai Chi classes and bought one for \$45.79. So, as of now, I owe Lifespring \$121.71. Perhaps I should net future AV expenses against this?
- We just returned from the January Lifespring Winter Presentation, where I provided AV support to Joe Diamond.

Rich Davis

richdavis@earthlink.net

CLASS MANAGERS:

I have nothing to report except that I was pleased to hear from Kate Masters that she could not be a cm this semester because she would miss the first 2 weeks. She will be on a trip. But will be available for the Fall. I so appreciated the info so soon.

Lee Gable

PUBLICATIONS:

Susan Greenstein, Publications Coordinator

Lifespring newsletter, *News & Views*

Planning begins for the spring 2020 newsletter.

Spring Catalog

Thanks to all who participate, the spring 2020 catalog is online. The printed

version is in my hands and I will bring them along with me to the CC meeting at town hall this coming Tuesday, January 7.

Flyers

Working with Susan D and Connie Cuttle, the flyers keep on coming in a timely manner. The February flyer has been completed and awaits distribution from Susan D.

Website

Susan Davis continues to deal directly with David Cartmell (thank you Susan D!) on the website. At some point, we should revisit the website and see if we want to include the many photos that people enthusiastically send in after any event or bonus course or other get togethers. Do such photos have a place on the website or is it too much like a high school yearbook? Others should weigh in on this.

MOVING FORWARD:

The Moving Forward Committee did not meet in December. Our next meeting is January 27th.

Respectfully submitted,
Natalee Rosenstein

LIFESPRING TREASURER'S REPORT																
2019-2020																
EXPENSES																
December 2019																
Balance Fwd	20189.25	Balances FWD	\$ (2,700.00)	\$ (1,109.33)	\$											
Date	Amt	Received From	Rent	Hospitality Costs	Thank you GIFTS/ Donations	Catalog design & print	Newspaper	Website Fees & Domain	Audio Video	Office Supplies	Annual meeting/ Events	Library Setup	Misc	Program fees	Hospitality Donations	Interest
12/11/2019	\$ 405.55	Member Donations														
Monthly Income	\$405.55		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$405.55	\$0.00
EXPENSE Amt	\$131.94	Payee														
12/11/2019	\$131.94	1289 Marjory Greenberg Vaughn														
Monthly Expense	\$ 131.94		\$ -	\$ 131.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance End of Month	\$20,462.86		-\$2,700.00	-\$1,241.27	\$0.00	\$0.00	-\$180.00	\$0.00	-\$434.81	-\$504.07	-\$28.27	\$0.00	-\$343.91	\$14,220.00	\$405.55	\$0.77
BUDGETED EXPENSE 2019-2020			\$5,400.00	\$2,500.00	\$2,500.00	\$1,000.00	\$500.00	\$150.00	\$250.00	\$350.00	\$700.00	\$200.00	\$200.00			
OVER/UNDER BUDGET			\$2,700.00	\$1,258.73	\$2,500.00	\$1,000.00	\$320.00	\$150.00	-\$184.81	-\$154.07	\$671.73	\$200.00	-\$143.91	\$14,480.00	\$610.00	\$3.00
Cash on hand this month	20462.86													-\$260.00	-\$204.45	-\$2.23
Budgeted expense remaining	\$8,317.67															
Budgeted income not rec'd	-\$466.68															
Estimated cash balance 7/31/2020	\$12,611.87															

Regional LLI Conference Planning Meeting

The first planning meeting for the Regional LLI Conference cosponsored by Lifespring Saugerties and Vassar College LLI took place at Vassar College on 1/10/20. In attendance were Sybil DelGaudio, Mihai Grunfeld, Diane McDowell, Laura Phillips, and Natalee Rosenstein. It was decided that the event will be held on Saturday, November 7, 2020 from 10:00 a.m. to 2:30 p.m. on the Vassar College campus, and the Vassar LLI will provide lunch. Goals of the meeting include exchanging information on the following: changes, persistent issues, problems, new technologies, courses, and how to better support one another. Others questions to be discussed are: how to thank presenters, how to reject a course, drawing the line regarding advertising non LLI events, recruiting volunteers, public outreach, growing diversity, and giving scholarships.

It was decided that some basic statistics will be provided in written form, with no detailed brochure or power point type presentation necessary. Breakout groups are planned, with one person in each group nominated to take notes to provide to all. It would be good to have a summation at the conclusion of the event. All of the LLI's that attended previously will be invited, and other area new LLI's will be investigated. Each LLI will be requested to bring a sample of their brochure and catalog.

Laura Phillips will compile a list of LLI's and contact info for each.

Natalee Rosenstein will put together an outline for the event.

Time Line

February 15 - Save the date letter

March 1 - RSVP with interest

April 15 - Send out general outline with request for input

May 1 - Deadline for responses

September 1 - Send out registration forms to gather names of participants

September 15 - Deadline for registration

September 22 - Planning group to meet at Vassar at 2:00

Diane McDowell