

**BOARD OF DIRECTORS
AGENDA: September 8, 2020**

Format for the meeting will be changed. We will skip most of the Reports and focus on specific Old and New Business items.

- A. Minutes:** Approval of: Minutes of August 11, 2020
- B. President's Report and General Updates:**
 - a. Any Updates
- C. Board Reports: Questions and/or Actions on Board Reports (see NOTE* BELOW)**
- D. Old Business**
 - a. Gift(s) Status
 - b. Death notices
 - c. New Members: How/when/if??
- E. New Business**
 - a. Item #4 from moving forward committee report
 - b. Survey form Reconstitute Regional LLI Subcommittee
 - c. Add/Drop Policy
 - d. General discussion
- F. NEXT MEETING:** October 13, 2020 (by Zoom)

***Note:** Reports (All listed below will be handled only by special request –i.e., if there is a question about a particular report)

- 1. **SEC Chair Report**
- 2. **Treasurer's Report**
- 3. **Report from Registrar**
- 4. **Reports from Committee Coordinators**
 - a. Curriculum Committee
 - b. Events & Services Committee
 - c. Membership Committee
 - d. Program Support Committee
- 5. **Reports from Ad Hoc Committee Coordinators**
 - a. Class Managers
 - b. AV
 - c. Publications
- 6. **Task Force**
- 7. **Report from Moving Forward Committee**

MINUTES of THE MEETING 9-8-2020

President Susan Puretz called the meeting to order at 9:32 a.m.

PRESENT:

Susan Puretz, President

Natalee Rosenstein, Vice President

Maureen Bybee, Secretary

Peg Nau, Treasurer

Laura Phillips, Registrar & Task Force for Online Learning

Norman Bowie, Member at Large

Diane McDowell, Member at Large and Co-Coordinator Curriculum

Maureen Huben, Member at Large

Lucy Stagich, Member at Large

Mary Porter Hall, Curriculum Co-Coordinator

Colleen Greco, Events & Services Co-Coordinator

Maureen Huben, Events & Services Co-Coordinator

Susan Davis, Membership Coordinator

Susan Krompiew, Program Support Coordinator

Rich Davis, Ad Hoc AV Coordinator

Lee Gable, Ad Hoc Class Manager Coordinator

Minutes: Approval of: Minutes of August 11, 2020

- a. **Motion to approve** by Lucy with second by Colleen.
- b. **MOTION ACCEPTED unanimously.**

B. President's Report and General Updates:

- a. Susan P reports no updates on her President's report.
- b. Laura, Registrar updated her report to 100 now registered for the fall 2020 courses.
- c. Susan D provided an update to Susan Greenstein's report. The Special News section of the website is now current.

C. Board Reports There were no questions or items for discussion from the Board Reports except those that follow under Old and New Business.

D. Old Business

- a. Gift(s) Status
Peg summarized her report that plans are underway to take Saugerties Town workers to a pizza lunch. Vouchers have been submitted for gifts to be distributed to Town Clerk and Tax Collector, and WJC staff. The gifts will be available shortly for Susan P. to distribute.

- b. Death notices – Natalee called attention to the recommendation of the Moving Forward Committee that notices of deaths of Lifespring members be published on an annual meeting memorial board. In addition, if a board member or other prominent member of Lifespring passes, an e-mail should be sent to the membership. Discussion and questions followed regarding who decides who is “prominent” and how a memoriam board would be handled if we are still meeting virtually. It was agreed not to solicit information about the deaths of members. Natalee expects the Board to continue sending condolence cards to families as the Board learns of any member’s passing.
- c. New Members: How/when/if??
Natalee described deliberations of the Moving Forward Committee and ideas contained in the attached report. Susan P asked Susan D, as Membership Chair to comment. She noted that we can expect to lose some members as long as we are online only but hopes that we continue to bear in mind ways to continue our connection to “old” members who may return when and if we return to in person meetings. Discussion followed. There is general support for admitting new members in the spring of 2021. Susan D suggested separating the process of membership from the process of registration. There was a concern about how many people could be included if the WJC allows in person classes. Susan D noted a need for a plan to invite new members.

MOTION by Natalee with a second by Diane that Lifespring suspend dues for all members until fall 2021

MOTION passed unanimously.

The Board recommends that the Curriculum Committee move toward developing winter presentations and report back to the Board. Laura and Susan D will work together to develop a process for admitting new members. Susan P asked if presenters who received membership as presenters are still considered members. Laura noted that in the past presenters were offered free memberships for the following year. Laura believes that this policy is still in place and will impact no one this semester.

E. New Business

- a. Item #4 from the Moving Forward Committee Report. Natalee referred us to the report in which the Moving Forward Committee discussed the need “to explore ways to as much as possible enhance the “social” aspects of Lifespring” and then presented the following Motion.

MOTION by Natalee with a second by Maureen H. that the Board establish a new *ad hoc* committee to further discuss these and other ideas

as well as their implementation. Such committee should include Board members, non-Board members and Taskforce members. Discussion followed and included affirmation of the need to address the reduced socialization LS members have experienced as a result of the pandemic restrictions as well as the need to move quickly for any planned outdoor socially distant event. Susan D reminded us of the necessity to recognize town liability concerns and insurance restrictions.

MOTION carried unanimously.

Susan P called for volunteers to serve on this *ad hoc* committee– Susan K, Colleen, Maureen H, Susan D, Leslie, and Natalee volunteered.. A Taskforce Member will be added.

- b. Survey of members who have not registered for fall semester

MOTION by Laura, second by Susan D that the Registrar send out a google survey form to members who didn't enroll in any classes for the fall semester.

MOTION approved unanimously.

- c. Regional LLI Subcommittee. Susan P notes that the Regional LLI Subcommittee is now reconstituted. Members include Laura, Natalee and Diane. The Subcommittee will be working with other LLI's in the region to plan a meeting of these LLI's.

- d. Add/Drop Policy

LAURA as Registrar requests a modification of LS add/drop policy for this fall semester.

MOTION by Laura second by Susan K that for this fall 2020 semester of online classes members be allowed only one opportunity to add/drop a class before the 2nd class meeting and that policy be announced in a general welcome letter from Lifespring.

MOTION passed unanimously.

- e. General discussion opened by Susan P.

Question from Laura about class cancellations. How do we address questions of rescheduling individual class meetings or canceling a course entirely? Consensus is, should the need arise, the class coordinator would discuss options with the presenter.

Natalee reminded us that the Moving Forward Committee discussed ideas about potential future online classes to assist the Curriculum Committee as they think about the future. Information is in Part 3 of the MFC Report.

MOTION TO ADJOURN by Norm with second by Diane.

MOTION PASSED UNANIMOUSLY. Meeting adjourned at 11:05 a.m.

F. NEXT MEETING: October 13, 2020 (by Zoom) at 9:30 a.m.

Reports for September 8, 2020 Board Meeting
(Note: Blank spaces indicate that there was nothing to report)

***Note:** Reports (All listed below will be handled only by special request –i.e., if there is a question about a particular report)

1. **SEC Chair Report**
2. **Treasurer's Report**
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PRESIDENT:

Once again, to save time so that at this upcoming Zoom meeting we can have discussions about some important issues, I herewith submit my President's report as a written update to my activity since our August 11, 2020 Board Meeting.

An update is as follows:

1. The Library has a new Director, Jennifer Russell, who took over the position on August 14th. I sent her a welcoming note on her first day and will follow up with a request for a meeting (probably by zoom but will decide) once she gets her feet wet. The intent of that meeting will be to just "connect" and also to ask about the hearing loop i.e., the Lifespring donation of funds to pay for the Library's purchase of sound equipment for the hearing loop.

2. I have been in touch with Andrew Maayan, the WJC Executive Director. He said:

We do not yet know if we will be open in the Fall, but there are no plans to do so, so "unofficially" I would be very surprised if we were. I will let you know if that changes, but currently, there are no plans to. Does Lifespring have any plans in the works?

3. I will be making official at the Board meeting the reconstitution of the Regional LLI meeting subcommittee (Laura Phillips, Natalee Rosenstein, and Diane McDowell).

4. General monitoring from afar of the various Lifespring committee activities (busybody President (☺)).

Susan Puretz

VICE PRESIDENT: No report.

TREASURER:

The updated Budget Worksheet follows:

LIFESPING TREASURER'S REPORT																
2020-2021																
August 2020		Balances FWD														
Prev Balance	\$ 17,501.88															
Date	Amt	Received From	Rent	Hospitality Costs	Thank you Gifts/Donations	Catalog design & print	Newsletter	Website Fees & Domain	Audio Video	Office Supplies	Annual meeting / Events	Library Setup	Misc	Program fees	Hospitality Donations	Interest
INCOME																
6/31/20	\$	0.41	Interest													0.41
07/31/20	\$	0.45	Interest													0.45
Monthly Income	\$	0.86		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.86
EXPENSE																
Payee																
Monthly Expense	\$	-		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
End Balance	\$	17,502.74		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.86

Submitted by Peg Nau

REGISTRAR:Registration and On-line Taskforce Report for Lifespring Board Meeting September 8, 2020

The online Google registration form was sent to members and eligible presenters August 24, 2020. So far, 80 people have registered for the fall 2020 semester.

A1 Opera 35 A2 Ecology 31 No 1st period class 14

B1 Photojournalism 44 B2 Medical Care 26 No 2nd period class 10

24 people taking a single class

56 people taking two classes

I would like the board to consider sending out a google survey form to members who didn't enroll in any classes for the fall semester. In order to plan for the future, it would be good to know the reason they did not register - if the member was not interested in the class offerings, was unsure of how to use zoom, had negative feelings about Zoom from prior experience or had another reason (travel, medical etc). We could have more detailed member surveys later if approved by the board.

All Lifespring presenters have been contacted by their taskforce host and various presentation options have been discussed. Anne has worked with some who requested assistance with their Zoom sharing.

The taskforce needs guidance on Lifespring policy for Zoom classes that must be cancelled completely. This could be due to technical problems - an internet or Zoom outage, or the absence of the presenter due to illness or other personal reasons. Who is responsible for determining with the presenter if it is possible or desirable to reschedule the class at another time and coordinating any additional sessions with the taskforce? How will information be shared with class members?

We have 5 volunteers that are assisting the taskforce for the semester – Colleen Greco, Lee Gable, Dave Cartmell, Laurie Silver and Roberta Gavner. We have held two training sessions so far with two more scheduled, plus some practices with the various presenters.

We now have a total of four Zoom paid accounts, one for each of the classes.

We are planning another How-to-Zoom session for participants on Wednesday Sept 23 at 11:00 am. Rich Davis and Anne Miller have volunteered to teach. The form for signing up will go out right after class registration ends.

Laura Phillips

STANDING COMMITTEES

CURRICULUM:

No report since we haven't met since the last Board meeting. **However**, our next meeting is on Sept 15th.

Diane McDowell

EVENTS and SERVICES: No Report

MEMBERSHIP:

Nothing really new to report for Membership. I continue to be involved in discussions of how to retain and satisfy our current members, and when to create and institute a plan to solicit and admit new members to Lifespring.

Susan Davis

PROGRAM SUPPORT: No Report

MEMBER(S) AT LARGE: No Report

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AD HOC COMMITTEES

AV:

Nothing to report from AV.

Rich Davis

CLASS MANAGERS: No Report

PUBLICATIONS COORDINATOR:

Lifespring newsletter, *News & Views*

I have begun work on the fall newsletter.

Fall Catalog

The online catalog is up on the website, which of course we all know.

Flyers

Nothing to report

Website

Anna Landewe adjusted the Special News section of the website to reflect current information, as of August 22nd. Susan Davis coordinated with David Cartmell to update various sections on the Home page.



Susan Greenstein

MOVING FORWARD:

1. The Board requested that the Moving Forward Committee discuss and make a recommendation about sending out death notices for members and spouses. The MFC recommends that death notices be published on an "In Memoriam" Board as part of the Annual Meeting. However, if a Board member or other significant Lifespring member who would be known to most of the membership passes away the MFC recommends that a separate notice be sent out to the membership by email.
2. The Board further requested that the MFC discuss the issue of admitting new members. Given all the unknowns and uncertainties about the current situation the MFC believes that it is not possible to make definitive recommendations at this time. However, the MFC did come up with several possibilities, the context being that we believe it is important and necessary for the viability of Lifespring to recruit new members. The possibilities are: a) wait until Fall 2021 to admit new members b) allow "guests" for the Winter Presentations and Spring 2021 semester if it is online c) suspend dues until Fall 2021 and admit new members for the Spring semester d) create a new "online only" membership category for all members, old and new.

The MFC believes we will have a better idea of how to proceed after we see the final registration for the Fall classes.

3. To assist the Curriculum Committee in its planning the MFC then discussed what kinds of classes we might want to offer going forward. We first established with input from Laura and Peg that getting Zoom licenses for as many classes as we are able to offer would not be a problem or a financial burden. Overwhelmingly, the MFC believes we should offer a mix of classes, including smaller discussion type classes, physical activity classes and larger classes with the possibility of including breakout rooms. Specific ideas included short story classes and Tai Chi. We also discussed that online classes give us the opportunity to recruit Presenters from other LLIs as well as further distances. We refer all of the above to the Curriculum Committee and the Online Taskforce for further discussion and

implementation. If the MFC can be of further assistance in this process please let us know.

4. The MFC then discussed other ways to interact with and involve the membership. The aim of this discussion is to explore ways to as much as possible enhance the “social” aspects of Lifespring. Some ideas are: a) a virtual Open Board Meeting to which all members would be invited b) a virtual New Members Meeting (once we have new members) c) offering online entertainment to members, e.g. a magic show or musical performances d) the possibility of having some in-person gatherings outdoors with masks and social distancing utilizing large spaces such as the pavilion at Cantine Field or the grounds of the WJC. We are aware that safety and insurance issues are involved. We would first send out a questionnaire to the membership to determine if members would be willing to attend in-person gatherings.

It is the recommendation of the MFC that the Board establish a new ad-hoc committee to further discuss these and other ideas as well as their implementation. Such committee should include Board members, non-Board members and Taskforce members.

Respectfully submitted by Natalee Rosenstein, Chair of the MFC

OTHER REPORTS

ONLINE TASKFORCE REPORT FOR LIFESPRING BOARD MEETING is included in the preceding combined Registrar and Taskforce Report.

GIFT COMMITTEE:

The gift committee is happy to report that vouchers for Krause’s Candy for the Town Hall Gifts for the Town Clerk’s Office and the Town Tax Receiver’s Office and the voucher for the Staff at the WJC for Adam’s Gift Cards are being processed.

Plans for the Pizza Luncheon for the Parks and Recreation department are underway.

Peg Nau

SEC (Senior Education Committee)
“No report”
Susan Davis

THE 2020-21 LIFESPRING BOARD OF DIRECTORS	
President: Susan Puretz	August 1, 2020-July 31, 2022
Vice President: Natalee Rosenstein	August 1, 2019-July 31, 2021
Secretary: Maureen Bybee	August 1, 2020-July 31, 2022
Treasurer: Peg Nau	August 1, 2019-July 31, 2021
Registrar: Laura Phillips	August 1, 2020 – July 31, 2022
Member-at-Large: Norman Bowie	August 1, 2019-July 31, 2021
Member-at-Large: Diane McDowell	August 1, 2020-July 31, 2022
Member-at-large: Maureen Huben	August 1, 2020-July 31, 2022
Member-at-Large: Lucy Stagich	August 1, 2019-July 31, 2021
Member-at-Large: Leslie Surprenant	August 1, 2020-July 31, 2022

STANDING COMMITTEES	
Curriculum Co-Coordinator	Mary Porter Hall
Curriculum Co-Coordinator	Diane McDowell
Events & Services Co-Coordinator	Colleen Greco
Events & Services Co-Coordinator	Maureen Huben
Membership Coordinator	Susan Davis
Program Support Coordinator	Susan Krompier

The following AD Hoc Committees are not Board Positions but rather the Coordinators are volunteers who hold these appointed positions:

Coordinators of Ad Hoc Committees:

- AV Coordinator: **Rich Davis**
- Class Manager Coordinator: **Lee Gable**
- Publications Coordinator: **Susan Greenstein**
- Task Force for On-Line Learning: **Laura Phillips**