

Lifespring Board of Directors Meeting

November 12 2019

(Approved December 10, 2019)

Present: Norm Bowie, Colleen Greco, Susan Davis, Marjory Greenberg-Vaughn, Maureen Huben, Susan Krompiew, Diane McDowell, Peg Nau, Laura Phillips, Susan Poretz, Natalee Rosenstein, Lucy Stagich, Marilyn Wakefield.

Absent: Mary Porter-Hall

The meeting was an open board meeting held in the Community Room at the Saugerties Public Library. It was preceded by a pot-luck luncheon at 11:30 to which all interested Lifespring members were invited. In addition to the Board, 16 members attended the luncheon which was coordinated by Peg Nau. This includes 7 new members.

The business portion of the meeting was called to order by President Susan Poretz at about 12:15 pm. Susan welcomed the guests and asked each member and Board Member to introduce themselves.

1. Minutes – Approval and correction of Minutes of October 8 2019 –

Laura Phillips handed the board secretary the WJC exit plan mentioned at the top of page 2 to be added to the October 8 minutes. On page 2, the third to last sentence of the first paragraph should read “There is no extra classroom space at WJC.” New Business letter d. on page 5 should read “If a presenter needs printed copies of something for the class (within reason), the material should be given to the Class Manager at least one week in advance. The Class Manager will contact Roberta Gavner who will expedite the request.”

Susan Krompiew asked to strike the sentence about volunteers and corrected the report on page 3 to read “Susan was ready for the first day of classes.”

Susan Davis asked to correct the telephone and privacy information in New Business item d. on page 5 to read:

“Lifespring’s official phone forwards all calls to an answering machine. Telephone messages are checked frequently by Valerie DaSilva, and in her absence, Greta Hutton. If they can answer the question easily and with accuracy, they might return the call or email the caller. If they need help with the response, they should contact the appropriate Committee Coordinator or e-mail the Lifespring Gmail with information about the call. Neither presenters nor Class Managers receive a class list that contains emails of participants.”

Natalee Rosenstein moved to accept the minutes as corrected. Colleen Greco seconded, pass unanimously.

2. President’s Report and General Updates –

Susan Poretz reported that the WJC was still working on a permanent fix for the heating system in the social hall but that new portable heaters had been purchased which would make the room much more comfortable for the last class session.

She thanked the Events Committee chaired by Colleen Greco for the enjoyable Halloween party held on October 30 during lunch hour. The food, decorations and costumes were very festive.

As usual, reports from the standing committee chairs and ad hoc committee chairs were circulated in writing to board members prior to the meeting. Rather than read the entire report aloud, the chairs summarized the information for attendees. The complete reports are attached at the end of the minutes.

3. SEC chair report:

The Senior Education Commission will meet December 16, 2019 at 9:30 am at Saugerties Town Hall to set the Commission Guidelines for 2020.

4. Treasurer's report – attached.

The ending balance for October 2019 was \$21,190.83.

5. Registrar's report – attached. Email add/drops will be implemented again in the spring. There are about 111 participants who took both a B period and C period class and might possibly stay for lunch. Laura asked if we should consider setting more tables in the hospitality room which currently seats about 65. A few of the guest members voiced concern about crowding and fire safety. Laura stated that we will try and maintain enough space for easy access to both the regular classroom doors and the fire exit on the east end of the hospitality room.

Susan Poretz introduced LeeAnne Thornton, the Saugerties Town Councilman who is liaison to the SEC which monitors and reports to the town on Lifespring's operations. LeeAnne joined us at the meeting and extended congratulations for another successful semester.

6. Reports from Standing Committees

Curriculum Committee reports – attached.

Diane McDowell explained how the curriculum committee functions and invited people to volunteer. The meetings are the first and third Tuesday of each month at 12:30.

Susan Davis reported that the first winter presentation will be December 11 at 11:00 am at the Saugerties Library with Valerie Balint speaking about Hudson River Artists Thomas Cole, Frederick Church and Winslow Homer. Fliers will be coming out soon and reservations are necessary. The other Winter Presentations will be January 8, February 5, and March 4.

Bob Saturn asked if it would be possible to have some type of arts program similar to the summer "Art Works" program that was held several years ago. Susan Poretz said this had not been done since then because of the time and energy necessary to organize. If someone were to step forward to do this, it might be considered.

Events report – attached.

Colleen Greco reported on the innovative costumes which were awarded prizes at the Halloween party and thanked her committee, Rich Davis and Steve Zwickler for their assistance. She is currently searching for entertainment for the annual meeting to be held June 3 and asked for suggestions.

Membership report – attached

Susan Davis explained the function of the welcome table at the WJC and the necessity of having someone there to open the doors for entering members before classes begin, between classes and for the first class period. This is to comply with the WJC security policies.

7. Reports from the Ad Hoc Committee Coordinators

1. Class managers – Lee Gable (attached)

About 18 class managers are needed each semester. Lee was especially impressed by the number of new members who volunteered.

2. AV – Rich Davis – (attached), read by Susan Davis

Susan also mentioned that all our AV equipment is stored in the Saugerties Town Hall closet between semesters.

3. Publications – Susan Greenstein – (attached), read by Natalee Rosenstein

8. Report from Moving Forward Committee – Natalee Rosenstein – attached.

Natalee explained that the committee was charged with long term and strategic planning and meets as needed. She will bring up their new initiative under the New Business portion of today's agenda.

9. Old Business

Susan Davis reported on a planned regional Lifelong Learning Institute meeting to share ideas with other adult learning organizations in our area. Lifespring will be working with Vassar LLI on the event and we anticipate having a meeting with them in January to plan for a fall 2020 gathering. Someone suggested that we should investigate the possibility of combining with other LLI's for a presentation open to regional participants. This would take careful planning because there are at least 1,000 LLI members in our region but there might be venues that can accommodate large numbers. This suggestion will be brought to the LLI regional meeting planning committee.

10. New Business

a. Volunteers – Susan Puretz spoke of the importance of recruiting volunteers for the curriculum committee which oversees the planning and arranging for Lifespring classes. She asked the Moving Forward Committee to take responsibility for this topic and report back to the board with their recommendations.

b. Mural project – report attached - Natalee Rosenstein

The Moving Forward committee asked for approval from the board for a Mural Project as described in the attached report. Natalee volunteered to coordinate the new committee which would organize the creation of the mural(s) – to be created by Lifespring members on one or two days over the summer. Natalee moved that the board create a Mural sub-committee, seconded by Marjory and passed unanimously.

c. Presenter Thank-you's at semester end-

Susan Puretz asked for input on how to handle expressing our appreciation to presenters on the last day of classes. Should verbal thank you's be done by Board members or by class managers? Some of the guest members did not know exactly how we thank presenters and it was explained, to wit: The curriculum committee sends a thank you note and there is a verbal thank you the last day of classes. Guest Members thought that a personal thank you is most appreciated. There was agreement that a board member should thank each presenter whether or not they were a student in the class. A class manager stated that she would feel remiss if she did not also thank the presenter for whom she managed. Norm Bowie made a MOTION that every presenter be thanked by a board member and the each class manager be given the opportunity to thank the presenter on behalf of the class as well. Seconded by Marjory and passed unanimously.

The curriculum committee is also discussing giving tote bags and/or chocolates to presenters as an additional Thank-You. This has not been finalized. Today, it was also suggested we might give a gift in honor of the presenter to an educational institution or organization, possibly giving the presenter a choice of which organization. Kathy Mellert volunteered to look into this possibility and possibly come back with some names of suitable educational groups. It was suggested Lifespring publish a booklet with a summary of each presenter's expertise and what the presenter has taught at Lifespring. This could be placed in the Library. It was suggested to give a book or a magazine subscription to presenters. These and other ideas will be discussed at the December board meeting and the president welcomed further suggestions.

d. Registration deadlines –

Laura Phillips recommended that no changes be made in the February 15 deadline even though classes start a little later this year. This will give registrants six weeks from the publishing of the catalog around January 1 to make their course selections. Her recommendation was accepted.

e. Bylaw revisions – Susan Puretz appointed a committee to review the Lifespring by-laws and come to the December meeting with recommendation for any changes that might be needed and asked for additional volunteers from the Board. Since there were no additional volunteers, the members will be Natalee Rosenstein, Susan Davis and Laura Phillips. The board concurred with the appointments.

Susan Puretz thanked all those members who attended the open Board Meeting as guests and Natalee Rosenstein invited members to send her feedback via email.

Karen Reynolds thanked Susan Puretz for all that she has done to make Lifespring possible.

The meeting adjourned approximately one hour and 25 minutes later.

NEXT MEETING:

Tuesday, December 10, 9:30a.m. Town Hall - Saugerties

Respectfully submitted,
Laura Phillips, acting secretary

LIFESPRING

BOARD OF DIRECTORS
AGENDA for Special OPEN BOARD MEETING
NOVEMBER 12, 2019

1. **Minutes:** Approval of Minutes of October 8, 2019

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

Heating in the Social Hall

Lifespring's Halloween

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

Services Committee

7. **Reports from Ad Hoc Committee Coordinators**

Class Managers

AV

Publications:

8. **Report from Moving Forward Committee:**

9. **Old Business:**

a. Update on LLI gathering

10. **New Business**

a. Volunteers

b. Mural Project

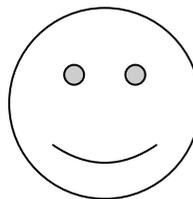
c. TY's at the end of the semester

d. Registration Dates

e. By-Law Review Committee

NEXT MEETING:

Tuesday, December 10th at 9:30 am



Board Reports for November 12, 2019 Board

Meeting

TREASURER:

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

REGISTRAR (Laura Phillips, Registrar):

The Registration committee manned the Add/Drop table in the foyer on 10/16 and 10/2. I also took email requests for adds and drops from Oct 16-Oct 25. When someone added a class, we created a paper add slip to be given to the class manager when the participant entered for the first time. If anyone dropped, I collected the information for 7 days and sent a weekly email to the class manager, cc to the CM coordinator, listing those to be removed from the attendance lists.

Here are the results:	Registered Fall 2019	After Add/Drop
A1 Opera As Politics	47	44
A2 What does it Mean to be a Liberal	39	37
A3 Beginning Tai Chi	17	15
A4 Women in the Bible	24	26
A5 Artificial Intelligence	22	21
	149	143
B1 Poetry of Auden	20	18
B2 Environment	47	44
B3 Liberty & Justice	61	60
B4 Scandinavia	25	18
B5 Intro to French	17	14
	170	154
C1 Healthy You	42	38
C2 Meditation	20	20
C3 China	42	42
C4 Short Stories 2019	28	25
	132	125
Number of people making course changes		54
Number of courses added		32
Number of courses dropped		64

STANDING COMMITTEES

CURRICULUM:

The Curriculum Committee is hard at work on the Fall 2020 schedule.

Mary Porter Hall

Diane McDowell

Sub-Winter Presentation Committee Report

Our Winter Presentations will kick off with the Wednesday, December 11th talk by Valerie Balint entitled: "Spacious Skies, Amber Waves of Grain, and Blue Mountains Majesty: The Lure of the Western Hudson Valley for Thomas Cole, Frederic Church, and Winslow Homer." We will send out a flyer and a call for reservations around 11/22 and do a follow-up in early December. As a reminder, there are 80 seats in the Community Room of the Saugerties Public Library and our policy is that LS members may bring a guest if they reserve a place for them in advance. Greg Chorvas, Town of Saugerties Superintendent of Parks and Buildings, will assign workers to help with set up and putting away of the chairs.

I have been in touch with the other Winter Presentations speakers and everyone is on board. Dates: January 8, Feb.5, March 4. A list of the presentations and dates is on our website.

Susan Davis, Winter Presentation Coordinator/Curriculum Committee

EVENTS:

Events Report for November 2019:

1. The Second Annual Halloween Celebration was a success. Three Events Committee members, Reynolds, Lucy Stagich and Peggy Ploss, came in early to set up the Hospitality Room with their decorations. The tables were very festive. Many Lifespring members showed their enthusiasm by dressing in costumes and then participating in the parade and contest during the lunch break. There were a variety of costumes from skeletons, to witches, to a '60's Hippie, an eagle, a flying pig, a black crow, the King of Hearts along with some timely ones—the Constitution, the Whistleblower and Fake News. There were four winners chosen by five members of the Events Committee. The winner of Best Overall was given a "Happy Halloween" pillow. The other three were given two chocolate Halloween candy pops each from Krause's.

2. Thank you to the members of the Events Committee: Juliette Eisensen, Maureen Huben, Peggy Ploss, Karen Reynolds, Teri Reynolds, Lucy Stagich and Marilyn Wakefield for being so supportive of an event that brings a smile to people's faces while more importantly, building community.

3. Thank you to Maureen Huben for creating a certificate for each winner.

Thank you to Rich Davis for assistance with the microphone, and to Steve Zwickler who took pictures during the morning and during the celebration.

4. The committee will assess whether to take a break in offering a Halloween Celebration next year.

(Note: the closet date will be Oct. 28.)

Colleen Greco, Events

MEMBERSHIP:

Membership Committee Report/Welcome Table:

The Membership team continues to take their assigned shifts each week at the Welcome Table with good spirits, helpful suggestions, and warm greetings for everyone. We should all be very grateful for their efforts, I am! Board members (, Natalee, Laura, and Peg) have covered the table during the A period classes. On November 6th, the fourth week of Lifespring, we held our annual gathering for new members. About 25- 28 of the 38 new members attended as well as six Board Members. We covered some key points about the Lifespring experience and introduced the Board members who attended. Each new member introduced him or herself and talked a bit about how they found their way to Lifespring and/or their early impressions (enjoying both the classes and the community experience!) It was a warm and friendly group of new Lifespring learners. Thanks to the Board members who attended and their helpful comments.

Susan Davis

PROGRAM SUPPORT:

Things have worked out relatively well this semester We have 2 volunteers who are assisting with sign hanging and moving chairs as needed.

There have been a number of requests from participants to use the blue molded chairs, which are then labeled as reserved for their use, instead of folding chairs due to comfort issues. The WJC has been very cooperative with setup of these as there were weekly changes for them. The WJC has also been very helpful with any other setup issues.

Susan Krompier

SERVICES:

Our committee continues to present a spectacular display for our members to enjoy. Getting many compliments from folks. Several members, new members, have shared their homemade goodies. Very nice indeed.

Carl at WJC has been very helpful when Teri and I arrive at 7:20. He's come to help us take down our heavy supply containers and always offers to assist. A very nice change for the early morning crew who up until this semester really had to struggle at times when those containers were fully stocked. We seem to have someone who cannot figure out to properly use the coffee urns causing flooding of hot coffee onto the floor. We've not been able to come up with an effective solution. Stationing someone at the coffee is untenable, so we open up to the board any suggestions that might be helpful. We're not even certain if they realized this.

Otherwise, our new committee members are really working out so well.

AD HOC COMMITTEES

AV :

Here are the highlights for the AV team's work for the month prior to the November BOD meeting.

- With 2/3 of the semester under our belt, the AV Team is "in the groove" and all is working very well

- We provide AV support each week for 10 of the 14 courses offered.
- Our peak work effort is before classes start from 8:00 to 9:30, and in the 20 minute break between period A and B when we prepare for 4 classes to start at 11:05
- There's work to be over lunchtime as well as after the day ends, when we disassemble and put things away
- This week 9 of the 10 instructors brought their own laptop or iPad to present from.
- We're very happy with the performance of our new Shure wireless mic system.
- As well as our new Epson projector which is serving us well.
- Our core team of four has learned a lot and is reliable and hard-working

It's a true team effort, with everyone focused on a defined role.

I'll have to set up a plan for taking our stuff back to the town hall soon.

Rich Davis

CLASS MANAGERS:

The class managers did their job well in order to make the classes run smoothly. They shared the announcements that they received each week. They found subs when they were absent. One class manager became ill the 2nd week. A member quickly offered to take his place for the rest of the semester.

I found that it was difficult being a class manager when situations arose in other classes. But someone in my class immediately volunteered to take my place as a class manager.

I was also very pleased at the number of new members that signed up to be a class manager. A couple of them said that it was a good way to meet people.

At the end of the semester, I will thank the class managers for a job well done.

Lee Gable

PUBLICATIONS:

Board Report, Publications Coordinator

From Susan Greenstein

November 5, 2019

Lifespring newsletter, *News & Views*

Newsletter, as you know, went online at the end of the first week of classes and was emailed to all members at the same time that it went up on the website. Many thanks for the nice compliments.

Spring Catalog

I am currently reformatting the draft blurbs and will send them to the two editors, Marv and Sandy, this weekend. Publication is scheduled as usual for just after the first of the year.

Unless, and I have a vague recollection of this, our esteemed Registrar Laura Phillips said, which she may have at some point, that it could go online a bit later than that.

Anyway, someone should confirm when Lifespring would like the catalog to go live.

Flyers

I worked with Connie Cuttle to get flyers created for the Open Board Meeting and for the Halloween party with direction and input from Susan D, Susan P, and Colleen.

Website

Susan Davis and I are working as co-coordinators for all things to do with the website, and she is then advising and instructing David Cartmell.



Largesse of autumn

MOVING FORWARD:

- 1) We discussed the logistics of the upcoming Open Board meeting. Committee member Peg Nau is coordinating the Covered Dish aspect of the meeting. The MFC also made recommendations to Board President Susan Puretze about balancing the agenda between strategic and more bureaucratic items.
- 2) The Committee also discussed the New Members meeting which was to be held on 11/6 at lunchtime. Susan Davis, MFC member and Membership chair laid out her plan and will run the meeting. Board members will be invited to attend if they are able.
- 3) [To discuss under New Business]. MFC chairperson Natalee Rosenstein brought up the idea of creating a Lifespring mural. The basic idea is for Lifespring members, artists and non-artists alike would create a mural representing the different aspects of the Lifespring community, academic, cultural, physical and social. The suggestion was made that since we don't have our own physical space, the mural could be on portable panels which could be displayed at the WJC during our semesters, the Saugerties library for the Winter Presentations and possibly other locations as well. The MFC asks the Board to support the idea of a Lifespring mural and approve the establishment of a committee to work out the details. Natalee Rosenstein has volunteered to lead such a committee.

Respectfully submitted,
Natalee Rosenstein

LIFESPRING TREASURER'S REPORT																
2019-2020																
EXPENSES																
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
Balance Fwd	\$21,815.64		Balances FWD	\$ (2,700.00)	\$ -	\$ -	\$ -	\$ -	\$ (172.45)	\$ (457.64)	\$ -	\$ -	\$ (343.91)	\$ 14,220.00	\$ -	\$ 0.77
Monthly Income	\$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	\$0.00
EXPENSE																
EXPENSE Amt																
Payee																
10/17/2019	\$501.07	1280 Marjory Greenberg Vaughn		501.07												
10/24/2019	\$123.74	1281 Marjory Greenberg Vaughn		123.74												
Monthly Expense	\$ 624.81			\$ 624.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
End Balance	\$21,190.83															
YEAR TO DATE																
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	\$ -	\$ -	\$ -
BUDGETED INCOME 2019-2020																
OVER/UNDER BUDGET			\$2,700.00	\$1,875.19	\$2,500.00	\$1,000.00	\$500.00	\$150.00	\$77.55	-\$107.64	\$700.00	\$200.00	-\$143.91	\$ -	\$ -	\$ -
Cash on hand this month																
Budgeted expense remaining			\$ 21,190.83													
Budgeted income not recd																
Estimated cash balance																
7/31 2020																