

**Lifespring Board of Directors Meeting**  
**December 10, 2019**

(Approved January 14, 2020)

Prior to the meeting being called to order a celebration and show of appreciation for Marjory Greenburg-Vaughn was held. She is retiring from her position as coordinator of the Services Committee and therefore leaving the Board.

The meeting was called to order at 9:45AM. Present were Susan Puretz, Norm Bowie, Laura Phillips, Diane McDowell, Mary Porter-Hall, Marjory Greenburg-Vaughn, Susan Davis, Lucy Stagich, Natalee Rosenstein, Colleen Greco, and Peg Nau. Absent were Maureen Huben, Susan Krompiew, and Marilyn Wakefield.

Natalee Rosenstein was appointed acting secretary, filling in for Marilyn who was unable to attend.

1. A motion was made to approve the corrected minutes of the November 12th Board meeting. The motion was approved.
2. President's report:
  - a) The status of our donation to the Saugerties library for the purchase of a hearing assistance system is on hold for now. The library will need to hire someone to configure the system and this will have to wait for the arrival of the new director.
  - b) Marilyn's health is improving but she will be staying with her daughter for the time being. Therefore, we will need an acting Board Secretary.
  - c) The board discussed the need to establish a policy to deal with health emergencies in the future. The following **MOTION** was made by Susan Davis:

If a Lifespring member, presenter, or guest at a Lifespring event is in obvious physical distress and is exhibiting clear signs of acute illness or an increase in serious health-related issues during our semester classes or at

any Lifespring event, the protocol will be to call for immediate medical evaluation and assistance from emergency services.

After discussion, the **MOTION was passed**.

3. SEC report. The SEC will be meeting on 12/16/19. They will revisit guidelines of operations going forward. Norm will be leaving the SEC when his term expires December 31, 2019.

4. Treasurer's report. The solvency of the organization was acknowledged.

5. Registrar's report. A **MOTION** was made by Laura to eliminate the late registration fee for the spring semester and to add a sentence to the catalog explaining this. The **MOTION was discussed and passed**.

Laura was congratulated on her very helpful attendance sheet. She, in turn, said the Class Managers did a very good job taking attendance.

6. Committee Reports – See attached

a. Curriculum Committee report. Nothing new to report. The last meeting was cancelled because of the weather.

b. Events Committee report. Colleen is working on the entertainment for the annual meeting.

c. Membership Committee report. Susan D. said that there were a number of new members at the Open Board meeting. The Curriculum Committee also got two new members from the Open meeting. The sense of the body was that we should repeat the Open meeting next year.

d. Program Support Committee – report attached

e. Services Committee. Marjory has photos of the Hospitality room we can use. She also thanked her wonderful committee.

7. Ad Hoc Committees – all reports attached

a. Class Managers

b. AV

c. Publicity

Website. If you see something wrong or outdated, please let Susan D. know and she will work with David to implement changes. She also urges Board members to use the "Vault" as a valuable resource.

8. MFC. The issue of gifts for the Town workers will be discussed under Old Business.

9. By-laws Ad-Hoc sub-Committee. As of now, there will not be any changes to the By-laws for this annual meeting.

10. Old Business.

a) Gifts for Presenters. Susan P. thinks that we need more of a thank you for Presenters. Norm said that there were three kinds of Presenters: ones who see this as their contribution to Lifespring; "semi-pro" Presenters who teach at many LLIs; and one-timers. He thought a gesture was okay but not more than that. Others thought a box of Krause's chocolates would be appropriate. The question of including Winter and Multi Presenters in the offer of free membership was raised. As for other LLIs, Bard does a wine and cheese reception but not free membership; New Paltz offers free membership. It was suggested that this would be a good topic for the next LLI Conference.

b) Gift for the Town. The grant application for archival space was rejected and the Town will have to reapply. The Town is committed to doing this although there is not yet a clear path but any contribution can be designated for use only for Town archives. The idea of making a smaller contribution this year was raised. No decision was made.

c) Gifts for Town workers. Peg will chair a sub-Committee on this.

d) LLI the sub-Committee is working on setting a meeting date with Vassar.

11. New Business

a) Mural project. Nothing new to report.

b) The next Winter Presentation will be Jan. 8. A flyer will be going out.

The next Board meeting will be Jan. 14, 2020. A motion to adjourn was made and passed. The meeting was adjourned at 10:45.

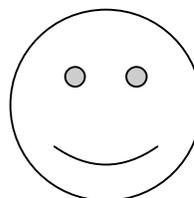
Respectfully submitted by Natalee Rosenstein

**LIFESPRING  
BOARD OF DIRECTORS  
AGENDA  
DECEMBER 10, 2019**

Pre-Board Announcements:  
Acting Sect

1. **Minutes:** Approval of Minutes of NOVEMBER 12, 2019
2. **President's Report and General Updates:**  
Follow-up on Hearing earphones for Library from Tiffany  
Marilyn update
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. Report from By-Laws Ad Hoc sub-committee (Laura)
10. **Old Business:**
  - a. Gift for Presenters
  - b. Gift for Town
  - c. Gift for Town Workers
  - d. Update on LLI gathering
11. **New Business**
  - a. Mural Project (Natalee)
  - b. Other

**NEXT MEETING:**  
Tuesday, January 14th at 9:30 am



## Committee Reports for December 10, 2019 Board Meeting

### TREASURER:

See attached page 10 at the end of this report.

### REGISTRAR (Laura Phillips, Registrar):

Registrar report for Lifespring Board Meeting Dec 10, 2019

See reports on attendance for the Fall 2019 Lifespring semester at the end of this report.

I would like to amend the late registration policy fee policy passed by the Lifespring Board Oct 8, 2018.  
Change to:

**For each spring semester only, commencing Spring 2020, Lifespring will allow late registration by members enrolled the previous fall with no late fee, but only through the ADD process. The policy for fall semester when membership fees are collected would remain in effect including late fees.**

The change would mean that spring semester late registrants would not be able to enroll in any courses until classes start (April 22 this year). I would send out an email to people who have missed the spring deadline around March 15 and advise they can still add classes starting April 22. I would also include a list of classes designating those that are already filled.

This might be more welcoming and encourage people who have missed the deadline to enroll without creating more administrative burden. Charging and processing a \$10 late fee would create more work than it is worth.

Proposed description:

**ADD/DROP POLICY: Drops and Adds will be accepted in person on Wednesday April 22 and Wednesday April 29 at the Add/Drop Table at the WJC. Times are: 8:45-9:15, 10:45-11:00, and 12:30-12:45. Alternatively, you may Add and/or Drop classes by emailing [Lifespring.registrar@gmail.com](mailto:Lifespring.registrar@gmail.com) at any time from Wednesday April 22 through Friday, May 1. **Fall 2019 members who miss the registration deadline also may add spring classes during this period. Permission to add a limited enrollment class will depend on available space.****

Spring 2020 Registration Schedule:

Course Catalog and registration forms on line about 1/1/2020 (Wednesday)

Saturday February 15, 2020 -Deadline for registration postmark. (Next business day is Tuesday Feb 18 due to weekend and holiday)

Monday Feb 24 or Tuesday Feb 25 Process last registrations.

Monday March 2 – Friday March 6 - Conduct lotteries if needed for limited enrollment classes

Monday March 9-Friday March 13, - Mail out registration packets

Registrar to take drop requests only via email after confirmation letters sent out. Persons on wait list will be contacted by registrar and added prior to start of classes.

1<sup>st</sup> Day of classes 4/22/2019 and 2<sup>nd</sup> day 4/29/2019 are add/drop days at the WJC.

Registrar will take email requests for Adds Wednesday April 22-Friday May 1. The Monday before classes start

Registrar to send email to all members with list of available classes for Add/Drop. Registrar will email an updated list the Monday after.

Submitted by Laura Phillips, Registrar (See attachments pages 11 and 12)

## **STANDING COMMITTEES**

### **CURRICULUM:**

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

Mary Porter Hall

Diane McDowell

Co-coordinators

### **EVENTS:**

Events Report for December 2019:

Our next meeting will be to begin the search for the entertainment for the June 3, 2020 Annual Meeting. Members will take names from a list of possible individuals/groups to contact. In the meantime, all members have been encouraged to keep an eye out for possibilities in local papers, etc. (I have received 3 suggestions already!)

Colleen Greco

### **MEMBERSHIP:**

Membership Coordinator Report:

The final weeks of the semester slid by in an uneventful fashion. Informal polling of random new members indicated a high level of satisfaction. I will follow up using the attendance sheets to see how many new members dropped out over the semester (officially or just stopped coming).

Welcome table group continued their excellent coverage, with nary a complaint about having to open the front door a zillion times. I am grateful to each one of them.

Spring'20 catalog: I have suggested the necessary changes for the "For Potential New Members" page to Susan Greenstein.

Open Board Meeting: Of the 16 non-Board members who signed up to attend the meeting and pot luck lunch held on November 12, 2019, seven were new members this year. A good sign for future interest in the work of the Board!

Susan Davis, Coordinator

### **PROGRAM SUPPORT:**

Program Support Committee Report 12/10/19

All ran pretty smoothly through this semester. I had 2 helpers, Kath Kane and Margo McGilvrey, both of whom did a bang up job getting signs up and down. They were also very responsible in giving me a "heads up" when unavailable. Kudos to them and they both indicated they'll be back to help in the spring. Also thanks to the members for bringing chairs into the lunchroom as needed.

Secondly, Dee Graziano was very responsive in chairs arrangement as I changed several times during the semester.

All around there were no major glitches and we did ok with the weather/ lack of heat situation.

See you next month! Sorry I'm missing this meeting!

Susan Krompier

**SERVICES:**

We came together for yet another semester and remain the strong committee we are proud to be.

New members of Lifespring volunteered and for that we are most grateful.

Rich saw to it that all our things made it to our closet at town hall THANKS RICH.

That's all folks ☐

Marjory

Marjory's photos of the Hospitality room are at on page 7 and 8

## **AD HOC COMMITTEES**

**AV :**

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

- We had very successful AV activities during the final few weeks of the fall semester
- Everything went smoothly and we were pretty much ready for start time by 9:00
- We continued to provide AV support each week for 10 of the 14 courses offered
- Our core team of four has learned a lot and is very reliable and hard-working
- We packed up most of our equipment for return to town hall on Nov 20 - the town crew effort was flawless

It's a true team effort, and each team member can be counted on to execute the assigned tasks independently. We should be in good shape for another semester next spring.

Rich Davis

**CLASS MANAGERS:**

I don't have much to add from my November report.

The semester ran very smoothly. The class managers were great! They were reliable and supportive of the presenters.

I sent them a thank you note via email and received some positive responses.

Lee Gable

**PUBLICATIONS:**

## **Board Report, Publications Coordinator**

From Susan Greenstein

December 2, 2019

### **Lifespring newsletter, *News & Views***

Will begin on the spring issue after the new year.

### **Spring Catalog**

The catalog is almost at Graphics. It will go online as usual the first week in January. Before that, the intrepid proof readers (Fran and Susan D) will be called on for final review.

### **Flyers**

I worked with Susan D and Connie Cuttle to get flyers created for the first of the winter presentations. Additional flyers will be as needed.

### **Website**

Susan Davis is dealing directly with David Carmel (thank you Susan D!) on the website. All current information has been posted along with a few new images in Out and About.



*Pumpkins in the snow*

## **MOVING FORWARD:**

### **Addendum to MFC Report of 10/25/19**

The MFC did not meet in November. However, at our October 25 meeting we discussed again the issue of gifts for the Town. It was decided to put this on the agenda of the December Board meeting instead of the Open meeting.

We went over what has been in the past as well as what we did last year which was a luncheon which was supposed to be for all the Town helpers but only attended by the people in the main building. We discussed the possibility of sending pizza to the B&G people and a fruit basket for the Town Clerk to share in the main building. If the Board wants to get gifts (again an unresolved question) the MFC thought we should check with Greg about what would be appropriate for the B&G crew.

There are no other items for the December report.

Respectfully submitted,

Natalee Rosenstein

LIFESPRING TREASURER'S REPORT																					
2019-2020												2019-2020									
EXPENSES												INCOME									
Balance Fwd	21190.83	Balance FWD	\$(2,700.00)	Hospitality Costs	\$(624.81)	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
Date	Amt	Received From																			
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>EXPENSE DAT Amt</b>																					
11/1/2019	\$160.02	Marjorie Greenberg Vaughn			160.02																
11/1/2019	\$180.00	Anna Landewe			180.00																
11/1/2019	\$262.36	Richard Davis								262.36											
11/13/2019	\$155.78	Marjory Greenberg Vaughn			155.78																
11/13/2019	\$168.72	Marjory Greenberg Vaughn			168.72																
11/13/19	\$ 46.43	Susan Krompler								46.43											
11/13/19	\$ 28.27	Colleen Greco								28.27											
Monthly Expense	\$1,001.58		\$0.00	\$484.52	\$0.00	\$0.00	\$0.00	\$180.00	\$0.00	\$262.36	\$46.43	\$28.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ending Balance	\$20,189.25		-\$2,700.00	-\$1,109.33	\$0.00	\$0.00	-\$180.00	\$0.00	-\$434.81	-\$504.07	-\$28.27	\$0.00	-\$343.91	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.77
<b>BUDGETED EXPENSE 2019-2020</b>																					
	\$5,400.00		\$2,500.00	\$2,500.00	\$1,000.00	\$1,000.00	\$500.00	\$150.00	\$250.00	\$350.00	\$700.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$3.00
<b>OVER/UNDER BUDGET</b>																					
	\$2,700.00		\$1,390.67	\$2,500.00	\$1,000.00	\$320.00	-\$184.81	-\$154.07	-\$671.73	\$200.00	-\$143.91	\$0.00	-\$260.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$2.23
Cash on hand this month	20189.25																				
Budgeted expense remaining	\$8,449.61																				
Budgeted income not recd	-\$877.23																				
Estimated cash balance 7/31 2020	\$12,611.87																				

Lifespring Attendance Analysis Fall 2019

Regstd Sept After Add/Drop	Weekly Total Attended					Total Enrolled					Weekly % Attended of Total Members			
	A1 Opera as Politics	A2 Liberal	A3 Tai Chi	A4 Women in Bible	A5 Artificial Intel.	Period A	Period B	Period C	Enrolled	Enrolled	Enrolled	Sep	Total	% Attended of Total Members
Week 1	37	35	17	21	19	129	149	185	87%	185	185	70%		
Week 2	38	31	13	25	15	122	149	185	82%	185	185	66%		
Week 3	32	28	13	20	13	106	149	185	71%	185	185	57%		
Week 4	28	31	12	22	15	108	149	185	72%	185	185	58%		
Week 5	32	29	11	20	12	104	149	185	70%	185	185	56%		
Week 6	33	32	12	19	11	107	149	185	72%	185	185	58%		
Average	33.3	31	13.0	21.2	14.2									
Av % attending	71%	79%	76%	88%	64%									
<b>B1 W.H Auden</b>														
Regstd Sept	20	47	61	25	17	170	170	185						
After Add/Drop	18	44	61	18	13	154	154	185						
Week 1	19	38	56	19	13	145	170	185	85%	185	185	78%		
Week 2	16	37	58	15	12	138	170	185	81%	185	185	75%		
Week 3	13	35	48	14	10	120	170	185	71%	185	185	65%		
Week 4	13	30	50	13	10	116	170	185	68%	185	185	63%		
Week 5	13	31	45	8	9	106	170	185	62%	185	185	57%		
Week 6	13	31	43	9	8	104	170	185	61%	185	185	56%		
Average	14.50	33.67	50.0	13.0	10.3									
Av % attending	73%	72%	82%	52%	61%									
<b>B2 Environment</b>														
Regstd Sept	42	20	42	28	25	132	132	185						
After Add/Drop	38	20	42	25	25	132	132	185						
Week 1	31	16	34	22	22	103	132	185	78%	185	185	56%		
Week 2	25	17	36	22	22	100	132	185	76%	185	185	54%		
Week 3	26	16	32	21	21	95	132	185	72%	185	185	51%		
Week 4	29	11	29	18	18	87	132	185	66%	185	185	47%		
Week 5	18	13	26	18	18	75	132	185	57%	185	185	41%		
Week 6	22	13	31	19	19	85	132	185	64%	185	185	46%		
Average	25.17	14.33	31.33	20.00	0.00									
Av % attending	60%	72%	75%	71%										
<b>Definitions:</b>														
Total Membership including those with no classes														
Registered - people registered for at least 1 class this term														
Enrolled - highest number for specific class and period														
Liberty & Justice														
B3														
<b>Observations:</b>														
185 registered for at least one class of the 195 total membership														
170 registered for the busiest period (B) out of 185 total registered														
In the busiest period of the busiest week (week 1) percent of total registered attending														
In the busiest period of the busiest week percent of the total enrolled for that period attending														
Other Considerations: Seating limit is about 220 (100+4*30) with hospitality in rooms 3/4														
C1 Healthy You														
Regstd Sept	42	20	42	28	25	132	132	185						
After Add/Drop	38	20	42	25	25	132	132	185						
Week 1	31	16	34	22	22	103	132	185	78%	185	185	56%		
Week 2	25	17	36	22	22	100	132	185	76%	185	185	54%		
Week 3	26	16	32	21	21	95	132	185	72%	185	185	51%		
Week 4	29	11	29	18	18	87	132	185	66%	185	185	47%		
Week 5	18	13	26	18	18	75	132	185	57%	185	185	41%		
Week 6	22	13	31	19	19	85	132	185	64%	185	185	46%		
Average	25.17	14.33	31.33	20.00	0.00									
Av % attending	60%	72%	75%	71%										
<b>C2 Meditation</b>														
Regstd Sept	42	20	42	28	25	132	132	185						
After Add/Drop	38	20	42	25	25	132	132	185						
Week 1	31	16	34	22	22	103	132	185	78%	185	185	56%		
Week 2	25	17	36	22	22	100	132	185	76%	185	185	54%		
Week 3	26	16	32	21	21	95	132	185	72%	185	185	51%		
Week 4	29	11	29	18	18	87	132	185	66%	185	185	47%		
Week 5	18	13	26	18	18	75	132	185	57%	185	185	41%		
Week 6	22	13	31	19	19	85	132	185	64%	185	185	46%		
Average	25.17	14.33	31.33	20.00	0.00									
Av % attending	60%	72%	75%	71%										
<b>C3 China</b>														
Regstd Sept	42	20	42	28	25	132	132	185						
After Add/Drop	38	20	42	25	25	132	132	185						
Week 1	31	16	34	22	22	103	132	185	78%	185	185	56%		
Week 2	25	17	36	22	22	100	132	185	76%	185	185	54%		
Week 3	26	16	32	21	21	95	132	185	72%	185	185	51%		
Week 4	29	11	29	18	18	87	132	185	66%	185	185	47%		
Week 5	18	13	26	18	18	75	132	185	57%	185	185	41%		
Week 6	22	13	31	19	19	85	132	185	64%	185	185	46%		
Average	25.17	14.33	31.33	20.00	0.00									
Av % attending	60%	72%	75%	71%										
<b>C4 Short Stories</b>														
Regstd Sept	42	20	42	28	25	132	132	185						
After Add/Drop	38	20	42	25	25	132	132	185						
Week 1	31	16	34	22	22	103	132	185	78%	185	185	56%		
Week 2	25	17	36	22	22	100	132	185	76%	185	185	54%		
Week 3	26	16	32	21	21	95	132	185	72%	185	185	51%		
Week 4	29	11	29	18	18	87	132	185	66%	185	185	47%		
Week 5	18	13	26	18	18	75	132	185	57%	185	185	41%		
Week 6	22	13	31	19	19	85	132	185	64%	185	185	46%		
Average	25.17	14.33	31.33	20.00	0.00									
Av % attending	60%	72%	75%	71%										
<b>C5 Just for Fun</b>														
Regstd Sept	42	20	42	28	25	132	132	185						
After Add/Drop	38	20	42	25	25	132	132	185						
Week 1	31	16	34	22	22	103	132	185	78%	185	185	56%		
Week 2	25	17	36	22	22	100	132	185	76%	185	185	54%		
Week 3	26	16	32	21	21	95	132	185	72%	185	185	51%		
Week 4	29	11	29	18	18	87	132	185	66%	185	185	47%		
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Av % attending	60%	72%	75%	71%										
<b>Observations:</b>														
185 registered for at least one class of the 195 total membership														
170 registered for the busiest period (B) out of 185 total registered														
In the busiest period of the busiest week (week 1) percent of total registered attending														
In the busiest period of the busiest week percent of the total enrolled for that period attending														
Other Considerations: Seating limit is about 220 (100+4*30) with hospitality in rooms 3/4														

Percent attending classes by week

