

**LLI Council Meeting Minutes**  
**April 16, 2018**  
**9:32 AM to 10:00 AM**  
**Reconvened 10:02 AM to 10:20 AM**

**Council Members Present:** Al Becker, Linda Bouchey, Eugene Burns, Tom Esposito, Carol Goss, Susan Hirsch, Oliver Johnson, Jill Lundquist, Chuck Mishaan, Martha Nickels, Cathy Reinis, Linda Stanley, Anne Sunners, William Tuel, Jan Wallen, Donna Warner

**Council Members Absent:** None

**Also Present:** Mary Deady, Nanci Kryzak, Dan Peterson, Deborah Schwartz, Maddy Watterson

**Call to Order:** The regularly scheduled meeting was called to order by President Tom Esposito at 9:32 AM in room 214 of the Bertelsmann Campus Center. The President restated LLI's policy for participation by visitors at Council Meetings: they are welcome to comment during the "open meeting" discussion.

**Minutes:** Moved by Anne Sunners and seconded by Donna Warner, the minutes of the March 19, 2018 meeting approved. Passed unanimously.

**President's Report:** Tom Esposito stated that the Council meeting would be brief and the main order of business was the 2018-2019 budget and any critical issues needing immediate attention.

**Treasurer's Report:** Susan Hirsch reported on the proposed annual budget for the coming year (7/1/18-6/30/19). Council will vote on this today before presentation at the Annual Meeting next month. Any changes will be incorporated into the final budget. Please note the following: 1) In the final budget there will be a 4th column headed "anticipated Year End". Susan will wait to add that once she has the April report from Bard and a more accurate estimate of what is still outstanding, to be paid in May and June. 2) About the column called "not pd. yet": These are reimbursement requests Susan has submitted to Bard which will be on the April report. However, there is another type of "not paid yet" which is sometimes a problem. She can submit a payment request, once it is received and recorded by the Bard accountant who does our work, since she sees it on the report, but the reimbursement check is not mailed. This has happened several times, and once called to her attention Susan can contact Bard and get the check in the mail. But she can't do anything if she doesn't know about it. Susan submits requests pretty quickly so if you do not receive your check after four weeks please let Susan know.

Discussion: Jill Lundquist suggested that the Technology budget line be increased. Deborah Schwartz suggested an increase to \$5,000 with the clarification that all monies might not be used. Susan will make adjustments to Contributions and Scholarships to balance out the increased amount to Technology.

Gene Burns asked about the decrease of funds for Catering. Susan noted that there is a large savings since the Wine Receptions are no longer held. Also the brunch/annual meeting is less costly than the lunch/annual meeting previously held. A major advantage to the brunch/annual meeting is that it is held in a location which is large enough for everyone to attend. Susan reminded Council that the budget is not tight and can be amended up if needed.

**Motion:** by Anne Sunners and seconded by Donna Warner, to accept the annual budget as amended. Passed unanimously

**Critical Issue - Photographing/Videotaping:** Cathy Reinis requests that an amendment to the policy approved last month regarding photographing and brief (one minute) videotaping of classes be made. Amendment would read: at the request of a LLI Council member or Committee Chair, members may photograph LLI events and classes and may make brief video recordings of LLI presenters, members, events and classes to be used by LLI in our communications. Voting on this amendment will be at next month's Council meeting. Please send comments to Linda Bouchey who will forward comments to Council prior to the meeting on May 21<sup>st</sup>.

Discussion: For approval individual would write Cathy Reinis or photography chair. Class managers would inform the presenter. Chuck commented that some presenters object to being videotaped, but on the other hand some presenters want to be recorded.

### **Critical Issue – Accept Election Results:**

**Motion:** by Jill Lundquist and seconded by Donna Warner to approve the election results. Passed unanimously.

Much thanks to Ollie Johnson and his committee.

### **Adjournment**

**Motion** by Cathy Reinis, seconded by Al Becker, to adjourn the meeting. Passed unanimously.

The meeting was adjourned at 10:00 AM

## Meeting reconvened at 10:02

**Reconvened:** Tom Esposito reconvened the meeting because there was time before the Council Workshop to do additional business.

**2<sup>nd</sup> Vice President's Report:** Donna Warner suggested that items (PayPal, Workflow Project and Joan Tower recognition) discussed at April 9<sup>th</sup> PE meeting be shared with Council.

Deborah Schwartz reported that for SummerFest and Fall registration the current registration process will be used. For SummerFest nonmembers will pay \$50 by check to Bard College. Deborah and Tom are continuing to work with Bard to set up PayPal for Fall Registration. Members do not need to have a PayPal account and will use a bank or credit card to pay. Typically, fee for PayPal will run 3.8%-4% or about \$2,000 for LLI. The \$2000 would possibly be part of the 2017-2018 budget since member renewal and payment is done in June or might also be part of 2018-2019 depending on when the monies are posted. Suggestion is to consider charging members a nominal fee if they choose to pay by check.

Jan Wallen reported that she has started the Committee Workflow Project to document the workflow and especially the data and information that each committee requires from the computer systems in order to do their work. She is currently reviewing the workflow documents that the Long Range Planning Committee prepared and will be contacting the Committee Chairs about their workflow.

PE suggests that LLI donate an additional amount of money to the Joan Tower Scholarship Fund in recognition of Joan's 80<sup>th</sup> birthday. At the annual meeting it will be announced that LLI will contribute \$3,000 this September. Also members will be informed how to donate individually to this scholarship fund.

## Adjournment

**Motion** by Jill Lundquist, seconded by Cathy Reinis, to adjourn the meeting. Passed unanimously.

The meeting was adjourned at 10:20 AM.

Respectfully submitted,  
Linda Bouchey  
Secretary

**Next Meetings:** Friday, May 18, 2018, 9:30 AM Olin Hall Lobby and Auditorium  
(Annual Business Meeting and Spring Brunch)

Monday, May 21, 2018, 9:30 AM, Campus Center Room 214