



Minutes of the LLI Council Meeting

June 21, 2022

Video Conference 9:30 - 11:12 a.m.

Council Members Present: Robert Beaury, Tom Esposito (*ex officio*), Carmela Gersbeck, Carol Goss, Robert English, Nanci Kryzak, Deborah Lanser, Linda LeGendre, Jill Lundquist, John Mathews, Chuck Mishaan, Marge Moran, Deborah Schwartz, Linda Stanley

Council Member Absent: Felice Gelman

Also Present. Kayla Bell, Mary McClellan

Call to Order

President Nanci Kryzak called the meeting to order at 9:30 a.m. and welcomed Council members and guests.

Approval of Minutes

Motion: Upon a motion by John and seconded by Robert I, the minutes of the April 18, 2022 Council meeting were unanimously approved.

Motion: Upon a motion by Jill and seconded by Linda L, the minutes of the May 13 annual meeting were unanimously approved

Executive Committee Reports

President's Report

Nanci reported that on Friday, June 19, the power to Hegeman and Olin will be shut off between 8 and 10 a.m. This will affect two of our classes. Tom has found out that two other rooms in RKC may be available. We need to work with security to get into the rooms. There will be no coffee or tea service that day.

Following a shooting incident at Claremont on Friday June 10, there was confusion and some fear in an LLI classroom about whether Bard was in lockdown. When texted by the class manager, Nanci contacted Security and was quickly advised that the suspect had been apprehended, and the College was not in lockdown. Given the current climate, Nanci recommended that LLI contact Bard Safety and Security to request updated emergency procedures for our members while on campus. Importantly, she does not think that any LLI leaders are reachable via Bard's Emergency Notification System and recommended requesting that two members of LLI leadership be added to the notification list.

Nanci has awarded \$887.50 in scholarships, less than half the allocated funds, to assist eight renewing members in paying their 2022-23 membership fees.

She thanked Jill and the others who handled vaccination verification for SummerFest. She also thanked Irene Esposito for her work setting up hospitality at the annual meeting and Gary Miller for creating the video montage *The Faces of LLI*.

We will retire the 20 year anniversary logo at the end of June.

Nanci expressed her gratitude to the retiring members of Council, Linda Stanley, Chuck Mishaan, Marge Moran, Deborah Schwartz, and Tom Esposito. She noted the Council position changes effective July 1, 2022: Nanci Kryzak from president to *ex officio* and Robert Beaury from treasurer to president.

Nanci sent a condolence note to the family of former member Shirley Burroughs.

First Vice President's Report: Linda Stanley

Linda's report on the results of the annual member survey, as well as a copy of the survey itself, are in the shared drive. She was disappointed to report that there were only 98 responses. Several people said they didn't get it. Next year, Council will have to ensure the members understand that they must check their email or perhaps their Spam to access the survey.

She has met individually with the four incoming Council members to review their responsibilities and the meeting schedule.

Second Vice President's Report: Felice Gelman

Since Felice was not at the meeting, Nanci recommended we read her written report and asked for any questions from those who had read it.

Secretary's Report: Deborah Lanser

Deborah reported receiving thank you notes from Nanci, acknowledging the gift certificate, and from Marge, for the flowers, both received from Council at the annual meeting. Deborah also collected a bill for the year's rental of the LLI PO box, which she forwarded to Robert B, who has arranged for it to be paid.

Treasurer's Report: Robert Beaury

Robert submitted two reports, one for April and one for May. In April, there was no income; there were expenses for hospitality and coffee, Zoom, and advertising. Nanci asked Robert to correct the error on both reports which showed \$4000 on the Fund for Visual Learning line; that donation amount was actually approved for the Dean's Discretionary Fund. The Fund for Visual Learning line should reflect the \$2500, if dispersed, which was also approved by Council last November.

In May, we had \$825 in income from SummerFest and \$10,325.14 in operating expenses. The 2021-2022 budget will be finalized next month and include the actual numbers.

Checks have been requested in the amount of \$1,000 each for two BHSEC students.

Motion: Upon a motion by Marge and seconded by Carol, Council approved the April budget report with the requested corrections.

Motion: Upon a motion by Carmela and seconded by Marge, the budget report of May was unanimously approved with the requested corrections.

Standing Committee Reports

Admin/Infrastructure: Deborah Schwartz

Deborah reported that 279 members renewed while 68 did not. Given our target membership of 350, that means we have 71 openings for the 120 applicants. Historically, about 20% of applicants do not pay upon acceptance, in which case they are not admitted.

Jill suggested we update the admittance letter from last year by changing the signature to Robert Beaury and verifying the exact dates for catalog availability and course registration. Nanci noted that the prior year's letter had earlier been sent to Robert for his review and updating. It needs to go out July 1. Another letter needs to go out to those who did not get in, letting them know that places may become available later in the month; Jill was unable to find a copy of last year's letter to be updated.

On July 11, we can note which people who were admitted did not pay by July 10 and make their places available to other applicants. They will also be given 10 days to pay. If a third round of acceptances needs to go out, they will be given a deadline of July 30.

Action point: Robert B will undertake to ensure that the letters are ready in time.

Ideally, a final membership list will be available by July 20th.

Deborah S will run the computer-generated lottery. Priority admission has been given to one person with technical skills, who has promised to handle course evaluations, and five full-course presenters.

Curriculum Committee: Linda LeGendre

SummerFest has been problematic because of illness and family issues, as well as the power outage that Nanci mentioned. She thanked everyone for their resilience and patience.

Fall is shaping up with 5 Zoom courses, 13 on-campus courses, and 4 off-campus courses so far.

Linda has met with the curriculum people at other LLIs to discuss the possibility of setting up a presenter registry. This will take a lot of thought. They will meet again in the fall.

Governance: Nanci Kryzak

The issues for governance have mostly been addressed in other reports. Jill noted that the CCE liaison written report is available for Council member review.

Membership Development: Robert English

The Celebrate! event was a success with about 90 to 100 attendees. It came in under budget at approximately \$3,500.

The new members will need mentors and Robert hoped each Council member will agree to work with at least one person. So far, about 25 people have signed up. There are guidelines for the mentors, which Jill suggested should be sent to all mentors. The mentors can review them and ask questions in a Zoom meeting.

The committee distributed enrollment fliers to many venues, which may be why we have so many applications.

Orientation will take place on September 8. Fern Fleckman is handling the arrangements and Irene will arrange for the catering. Campus tours will be held the first week of September and the day of orientation. Robert I will send out welcome letters on July 30.

Eleanor will be handling membership statistics. Jan Kohn will be handling the special interest group project. She can get the names of those who said they were interested from the annual survey. Robert B reported that LLI members will have insurance coverage for off-campus LLI activities, but it's not clear whether nonmembers who also participate will be covered.

Action point: Consider limiting the groups to LLI members.

Action point: Robert B will check with our insurance company about coverage for non-LLI member group participants.

Program Support: Carmela Gersbeck

Carmela has already started recruiting class managers and session managers for the fall. Three Zoom classes are already covered. She has put an ad for class managers in the July newsletter. She wants to get more people trained to handle hybrid classes.

Classrooms are assigned on the basis of class size. To minimize any issues with presenters, photos of the classrooms could be shared with them in advance. The team already asks presenters in advance what they require.

Eleanor Wieder and Dave Edelson have agreed to handle the hospitality room for the coming year. We don't know yet whether we will be able to offer food.

Planning and Evaluation: Jill Lundquist

There were no questions about the written report for P&E.

Old Business

Carmela thanked people for filling in the dates for the LLI annual calendar. The date for the November Curriculum meeting open house will be November 15. She still needs the date for the release of the WinterFest catalog, which has not been formally decided. Deborah S suggested leaving the date blank for now.

Jill will write Bard's Covid Response Team, asking for guidance about returning to campus in the fall. We need to know whether we will still need to verify the vaccination/booster status of members who choose to come to LLI courses/activities on campus. Ideally, a process will be put in place so that vaccination status can be noted in members' ProClass accounts. That way, people whose status has not been verified can be automatically blocked from registering for in-person LLI courses/events.

Action Point: Robert B will put this on the agenda for July.

Action Point: Carmela will look into how that information can be included in ProClass.

New Business

Robert B proposed changing the following policy to also give priority admission to presenters who have taught a single class session:

ORG 12/18. Admission to LLI is by lottery with three exceptions: applicants who were presenters of full-length courses in the previous academic year, applicants who are scheduled to present a full-length course in the fall semester, and applicants who have critical skills needed to run LLI and who qualify for and are committed to a specific task or priority. Full-length courses have six or seven classes.

Robert argued that these people have already demonstrated a willingness to volunteer for LLI, and the good will this revision would engender would encourage them to do more. He said he knew of two such WinterFest applicants. When asked, he said the new policy should apply to this year's lottery and to all people who presented a single class session. Linda L agreed to come up with a list of potentially eligible presenters to be matched against current applicants.

Tom pointed out that in the past, applicants have been given priority admission because of a promise to volunteer for a specific task, but then done nothing.

Deborah S said she would run the lottery under the old rules.

Subsequently

Robert B proposed rewriting the policy as follows, and he sent it to the Council members and guests on June 22, urging Council to vote in favor of the revision and directing them to let him know their vote by June 27 at 4 p.m.:

ORG 06/22. Admission to LLI is by lottery with three exceptions: applicants who were presenters in the previous academic year, applicants who are

scheduled to present a course in the upcoming academic year, and applicants who have critical skills needed to run LLI and who qualify for and are committed to a specific task or priority.

On June 28, Robert B sent an email to Council members and guests stating, "As of 4pm yesterday 10 Council members voted and the policy revision passed by 8 to 2."

After the discussion at the meeting on the above admittance policy revision, Deborah L read three current policies scheduled for Council review.

PROG 05/18-B. LLI presenters are volunteers from LLI's membership, the community, and Bard College faculty. LLI does not offer honorariums.

The policy was let stand with no changes.

PROG 10/18. LLI members who volunteer and therefore have access to our database of membership emails, addresses, and telephone numbers may use this information only for their assigned volunteer needs, and not for any other purposes.

This policy was let stand with no changes.

PROG 05/19. Video and/or audio recording must be approved by the Council and the Presenter. Requests must include the reasons for recording, and any copyrighted material must be used in accordance with the copyright policy of Bard College. Any approved photography, video, or audio recording must be done as unobtrusively as possible.

Jill thought this policy had already been revised. Deborah L agreed to put this before Council as part of the regular policy review in August.

Adjournment

Upon a motion by Linda Stanley and seconded by Carmela, Council voted unanimously to adjourn the meeting at 11:12.

Respectfully submitted,
Deborah Lanser
Secretary

