



Council Minutes  
July 18, 2022  
9:30 - 10:27 a.m.  
Via Zoom

**Council Members Present:** Robert Beaury, Kayla Bell, Felice Gelman, Carmela Gersbeck, Carol Goss, Deborah Lanser, Jill Lundquist, Linda LeGendre, Mary McClellan, John Matthews, Michael Weinstock

**Council Members Absent:** Jerry Brockett, Robert English

#### **Call to Order**

President Robert Beaury called the meeting to order at 9:30 a.m.

#### **Approval of Minutes:**

Upon a motion by Felice and seconded by Carmela, the minutes of the Council meeting of June 13, 2022 were unanimously approved.

#### **Secretary's Report**

Deborah reported that we had received two pieces of correspondence, a flier from the Dutchess County Office of the Aging and an overdue notice from the Post Office regarding payment for LLI's Post Office box. Robert and Deborah subsequently resolved the payment issue.

#### **Treasurer's Report**

Robert submitted two documents in the Council folder, the adopted budget for FYE June 30, 2022, which has been updated to reflect actual expenses for that year, and the final adopted budget for FYE June 30, 2023. The fund balance was \$71,447.60.

#### **Tech Training**

Carmela reviewed the uses of My Drive and the Shared Drive in the Google workspace. Documents created in My Drive can only be viewed by the author; those in the Shared Drive are available for public viewing. Documents created in either drive are automatically saved.

Reports to Council are all in the Shared Drive. To find them go to the Council folder/ Council meetings/ Year/ Month. Committees have their own separate folders, and access to them is mostly limited to committee members. Linda noted that there are separate folders for Curriculum. Carmela said she would ensure all Council members have access to the Council folder. In addition, she will be working on updating who has access to the other folders.

Next month, Carmela will review how to edit and share documents. Council will review the tasks that need to be completed in September.

### **Old Business**

As of July 15, 53 new members had paid. Another round of admittances has been scheduled. [Subsequently, 69 new members were admitted.]

A one-time presenter asked to join as a member, even though the application deadline has passed. Council noted that it's too late to accept that person as a member, but that person can ask to attend a class as a guest with permission of that class's presenter.

### **New Business**

#### **Vaccination Status and Orientation**

In August, new members will be asked to provide proof of vaccination against Covid-19.

**Goal:** To include vaccination status in ProClass for all members, ideally by September 1.

A campus tour for new members will be held on September 1, and orientation combined with a campus tour will be held on September 8. Ideally, volunteers from all committees will attend orientation.

**Action point:** Ask committee chairs to request some of their members to attend orientation.

**Action point:** Create an alphabetical list of all members to be used in vaccine verification.

**Action point:** Verify vaccination status of new members during orientation.

Vaccine verifications for all members should be completed by the first day of in-person classes, September 16. If needed, members of Membership Development will be on campus that day to verify vaccination status.

**Action point:** Determine whether status will be checked online or on a printed membership list. If online, someone will need to bring a laptop.

**Reminder:** If members have not provided proof of vaccination, they can not register for in-person classes.

It is possible that new vaccines to combat will be available to protect against newer variants of the virus. LLI needs to be prepared to deal with changing vaccine requirements.

Bard's Covid Response Team requires all persons who come on campus to have received two shots and one booster. Current CDC recommendations are for a second booster.

**Action point:** Michael Weinstock will monitor Bard's requirements and the CDC's recommendations to advise LLI's vaccination response team about how to proceed. LLI may consider having a more rigorous standard than that recommended by the CDC.

### **Active Shooter Training**

Robert B had provided a video and PowerPoint presentation about what to do in an active shooter situation, which Council members could review before the meeting. Members thought the video provided a clear understanding of what to do in an active shooter situation. One step is to lock ourselves up in a classroom.

**Action point:** Robert B will check whether any classrooms have doors that can be locked from the inside.

Michael asked how information about an active shooter would be transmitted to individuals on campus.

#### **Possible action points:**

- Share the Power Point presentation on dealing with an active shooter situation with presenters and class managers.
- Make sure class managers have the emergency phone number (845 758 7777) stored on their phone. They should also know to call 911, and let the responder know which building they are in.
- Develop a phone chain. Make sure an automated message goes out to everyone on the list.
- Robert B will talk with the head of Bard's security about getting people on the phone chain and other measures LLI needs to take. He will report on the results of that meeting in August.

### **Reports on File**

#### **Planning and Evaluation: Jill Lundquist**

Robert English has scheduled a tour of the exhibit "Black Melancholia" at the Hessel museum for 20 members in October. Council encouraged him to set up a second tour. Linda will let him know about that decision.

LLI's website has included a link to the application for membership, which some people have used throughout the year despite the clear notification about the limited application period.

**Decision:** Council agreed to take out the active link now and put it back up during the application period.

Linda discussed the possibility of setting up a regional curriculum group that would provide a registry of presenters and the opportunity of sharing classes. Presenters would fill out one form that would be available to participating LLIs.

**Action point:** Discuss the possibility of sharing information about WinterFest with Vassar and Marist to see how this would work.

### **Adjournment**

Upon a motion by Michael and seconded by Jill, Council unanimously voted to adjourn the meeting at 10:27 a.m.

Respectfully submitted,  
Deborah Lanser, Secretary