

Council Meeting, April 19, 2023

Called to order.

Present

Shirley Bigley

Tim Casey

Betty Loafmann

Kathleen Bennett

Ken Pfeiffer

Page Campbell

Terry Weiser

Whitney Jacobs

Elizabeth Fanto

Joe Nathanson

Laurie Rosenberg

Susan Serotte

John Meredith

Kay Pulcinella

Denis Smith

Christine Bentley

Kathy Stone

Meeting opened 10:02.

Betty thanked John for years of service.

Ken on Finances

There have been changes in salaries. Ken doesn't know the present plan for the *Reflections* printing. When all is said and done, he says we will probably lose about \$2,000 for the year. Eight new members joined with the special promotion. Marketing printing is still unknown. Page expressed concern that none of the money allotted for advertising has been spent.

Betty would like to abridge the agenda for the moment, because we've had the budget discussion. She and Tim will meet with Notre Dame soon. Christine made a motion that membership price stays the same for next year. Costs will stay \$475 for the full year and \$265 for a half year.

Ken needs next year's estimated figures for next year as soon as possible. The Fund-raising task force consists of Ken Pfeiffer, Tim Casey, Joe Lapicki, and Larry Kamenetz.

We need to acknowledge our gift from the estate of Helen Jones. Discussion of the idea of naming a room after Helen. Because of potential problems from NDMU with naming a room, other ideas were presented like having an annual lecture in her name. In the meantime, we might have an article in the newsletter. Elizabeth Fanto will run point on deciding how we honor Helen. In the meantime, we will put an announcement in the last newsletter of the year.

Shirley on administration

Office staff is busy working on the end of the year activities, new catalog, and summer-in-the-city catalog. After the membership letter explaining the new schedule, Shirley received eight responses, all positive.

Susan on Summer-in-the-city

Deadline was extended to next Monday. There are three events that will go on for extended dates. Vivian Appel will host a series of movies, Nadine will have a getting to know you group on Zoom, etc.

Kathleen on Curriculum

The schedule is complete. We are running two schedules: a campus schedule and a zoom schedule. For the fall there are 34 on campus, 22 on Zoom, and 5 hybrid courses planned. There was a suggestion to publish the results of surveys. Some council members would like to see more efforts to show the instructors appreciation.

Betty on specificity on the role of the council

Making sure that members know what is going on is a critical task for the council. We will get a list in the fall of the members to whom we are responsible.

I had to leave for a doctor appointment. Elizabeth Fanto sent what follows. Thank you, Elizabeth.

Betty discussed the responsibilities of the Council: which issues should be brought to the Council versus those that can be handled at the committee level. Joe Nathanson offered some suggestions, including the following:

- Review and approve annual budget; monitor monthly financial reports
- Establish guidelines for admin/ council collaboration
- Establish academic year calendar; approve events for general RI membership
- Establish policies for retaining/ compensating outside instructors
- Periodically review and update RI bylaws, strategic plans
- Provide oversight and support for RI committees

Tim pointed out that we may need to have a practice where we can meet and not hold something up, rather than waiting for our formal meeting time.

These, and other suggestions, will be discussed at a later time.

Tim addressed two issues: assigning a group of constituents to each member, keeping contact with that group and having each Council member working with a committee, owning and supporting and helping the committee, like events and budget concerns, and reporting back to the Council. He feels the Council is like a Board of Directors level in business and we already have the Executive Committee level and then the member levels. The Council would handle big discussions and keep the communication avenues timely. The Council members are directed to be on a committee, in order to relay information to and from the Council. Council members are assigned a portion of other membership, about 30 members, to contact on a regular basis. New members would be added to our lists as they join. This will be clarified and structured later, but we need this communication.

The passing of the gavel will be on Tuesday, May 2, from 12-12:30 and the first meeting will be announced soon.

Respectfully, Whitney Jacobs and Elizabeth Fanto