

# Council meeting minutes

## March 8, 2023

Betty Loafmann  
Elizabeth Fanto  
Christine Bentley  
*Page* Campbell  
John Merideth  
Ken Pfeiffer  
Kathleen Bennett

Kay Pucinella  
Sandy Adams  
Shirley Bigley  
Tim Ccasey  
Joe Nathanson  
Whitney Jacobs  
Kathy Stone

Called to order 10:00

Betty explained her objectives as president, reorganizing committees to make them more effective. She wants to review the function of the council to decide whether there need to be changes made. We need more specificity for the role of the council.

Ken financial

We are a little short on membership fees. Salaries are increasing at NDMU. Curriculum is \$24 under the budgeted amount. While there is wiggle room, we will lose some money this year. We should have about a \$4,000 to \$5,000 shortfall. Firmer figure will be available in the future.

Discussion of whether Sandy's extra day should have been approved by the council. There were recommendations to improve relations with the university and to provide further support of the administration.

Sandy's hours will increase from 24 to 30 hours per week. Proposal passed unanimously.

Discussion of some of the specifics of the budget report and membership numbers.

Shirley reported we have had nine webforms recently from people born in 1950s.

North Oaks is our first formal community partner. We will be sending three instructors for the fall semester to teach at their facility.

Summer adjuncts Baltimore Arts Seminar will present a film series as a Summer-in-the-City offering.

Betty announced slate of officers.

Tim Casey: president  
Secretary: Whitney Jacobs  
Elizabeth Fanto

Council:

Susan Serrotte  
Beth Volk  
Dennis Smith  
Kay Pucinella  
Laurie Russell/Rosenberg  
Kathy Stone

Discussion of Ken's role as a council member and executive committee member. Tabling for a future date for the chair of the finance committee is on the council as a non-voting member. Presently he is a member of the executive committee. Five members on the executive committee are voting members. Ken and Shirley are "guests."

We have not followed by-laws in selecting committee chairs. They should be appointed by the president.

Essentially we have a vacancy on the next Executive Committee with no one to run for vice president. Tim may be in a position to appoint a person. There was further discussion about the role of vice president.

Betty would like to close nominations. Are we going to close with no vice-president or keep the slate open for Tim to discuss the position with possible candidates?

Kathleen presented the curriculum committee report. Course proposals have been sent to all present instructors. Course preference survey has been sent to members. Figures of number of registrants in zoom classes compared to the number of registrants in on-campus classes. A course evaluation form has been finalized for paid instructors. Looking for

evaluations for the member instructors.

#### By-laws Discussion

Betty read the council's responsibilities established by the by-laws.

It's important that we communicate with our constituents. Some present council members don't know who their constituents are. We used to have semester meetings with constituents, which were seriously impacted by the pandemic. Tim wants the council to champion the committees and volunteer assistance when needed. Council members should attend the committees "assigned" and report back to the council information gleaned from attending committee members. Council might approve significant changes. Page pointed out that the change to a 12-week semester is a significant change that she believes should have been approved by the council. Calendar should be the responsibility of the calendar for important dates. Betty would like a sub-committee that will clarify what events are significant enough that they should require the council's approval.

Betty would like to have this discussion continued at our next meeting. Think about what we have done or wish we had done as a council. Ken suggested that council meet after committee chairs meeting to give us awareness of what the committees are doing.

Closed 11:45.

Respectfully submitted,  
Whitney Jacobs

Discussion after meeting was adjourned regarding the change to a 1-6-6 week schedule which has been planned for the fall.