

QUEST COUNCIL MINUTES

Monday, March 6, 2023

Council Members present: Wayne Cotter, Mary Ann Donnelly, Peter Fleischman, Arlynn Greenbaum, Karen Levin, Nan McNamara, Donna Ramer, Larry Shapiro, Ruth Ward (remote), Michael Wellner and Judy Winn.

Council Members absent: None

Council held its monthly meeting at 25 Broadway. The meeting was called to order by Quest Acting President Wayne Cotter at 2:45 pm

Membership Committee Update

Donna reported there are 31 new members since September 2022. There are an additional 35 prospective members who have contacted Quest. To date, there are 232 active members (including the six founding members).

Donna made a motion that we offer a free membership effective April 17, 2023 and Karen seconded the motion. This means that no membership fees will be collected for anyone joining Quest after April 17, 2023 (including the summer semester) until the fall semester beginning September 2023.

Council approved this unanimously.

Refreshments Motions

Two motions to provide funds for refreshments were proposed:

1. An Open House will be held on June 6, 2023 (after the first class of the Summer Encores program) to promote the summer session to current members and prospective members. Donna is meeting with Beth Callender and Arlynn Greenbaum to discuss how to market the summer session. Donna made a motion to grant the Open House team a maximum budget of \$2,500 for food and Larry seconded the motion. The motion passed unanimously.
2. In the past, the Curriculum Committee provided coffee and food to encourage people to attend the summer program. Mary Ann made a motion and Donna seconded the motion to grant the Curriculum Committee a maximum of \$1,500 for discretionary spending so that food and coffee is offered. The motion passed unanimously.

Arlynn raised the issue if Quest would be able to offer the full Summer Encores program in July this year. Last year, CWE closed for the final two weeks of July for maintenance and cleaning. Wayne will follow up with Nina regarding this.

Nominating & Elections Committee (NEC)

Judy reported there are seven candidates for the four Council Member-At-Large seats and one candidate for President. Bob Gottfried will send the slate of candidates to all members as well as the dates for the election.

(Note: Subsequent to the meeting, one Council-at-Large candidate withdrew and a Quest member successfully petitioned to be added to the ballot as a candidate for president.)

Judy made a motion that the candidate forums run from Monday, May 8 through Wednesday, May 10 and the elections be held on Thursday, May 11 through Saturday, May 13. The election process will close on Saturday, May 13 at midnight. Arlynn seconded the motion.

Council approved this unanimously.

The May 8 Council meeting was moved to May 15 so that elected members could participate in the May meeting as nonvoting observers.

Spring Memorial Service

Michael mentioned that the Memorial Service will be on Wednesday, March 29th after the Guest Speaker.

Marketing & Communications Committee (M & C) Initiatives

Wayne reported that Beth Callender and her team placed ads in various local and electronic publications. Going forward, Beth plans to place ads three times a year (in December, May and August) until membership levels have risen to such an extent that advertising is no longer deemed necessary.

In May, M & C would like to publicize the Summer Encore events and bring in a photographer to take photos for the website. The cost for a photographer is estimated to be about \$300.

Treasurer Peter Fleischman received a budget request of \$1,900 from Marketing & Communications Chair Beth Callender for advertising and asked how Council is assessing the results of our marketing strategy. Since this is the first time Quest is conducting more of a marketing strategy,

Donna said this year will be used as a benchmark and we can review next year our advertising budget in terms of Return on Investment. Additionally, the membership application asks how people heard about Quest.

Annual Committee Reports Update

Karen received several Annual Committee Reports and will send out an email reminder to the Committee Chairs who haven't completed their reports. The reports are due by April 1, 2023 so Council can review them.

At-Home Speaker Request

A request was submitted to Council for an exception to Quest guidelines that would allow a remote member to present a class on May 2, 2023 without an in-person co-presenter. Since May 2022, Council guidelines require that remote presenters have an in-person co-presenter.

Wayne made a motion to grant a one-time exception to Council's guidelines for at-home speakers for the Artists and their Works class on May 2, 2023. The NWAQ blurb for this class must reflect the presence of an at-home speaker. Michael seconded the motion. The motion passed 10-1.

Hybrid Policy

Wayne referenced our current hybrid policy that was addressed at the November 2022 General Meeting. He reported that he will author a series of Q's & A's on this issue in the March issue of QNEWS and will also post them on the website. Council confirmed that hybrids are here to stay at Quest. The number of hybrid classes will be tweaked on a semester-by-semester basis. This semester 21 of Quest's 35 classes are hybrid. In the fall 2022 semester, 18 of 35 classes were hybrid.

Institutional Survey

An Institutional Survey of other life-long learning organizations was presented to Council for review. Council discussed the data reflected in the Institutional Survey and determined there is valuable information included. Wayne asked if anyone from Council would take a look at it and report back to Council.

Donna, Karen and Judy volunteered to review the data. Larry suggested there may be commonalities reflected within the organizations reflected in the survey. Wayne noted that some new members had asked about the relationship/affiliation between Quest and CCNY. The new members wondered what role, if any, CCNY had in approving Quest's curriculum. They were assured that CCNY has no such role. CCNY is our landlord and supports Quest initiatives, while Quest funds CCNY scholarships and contributes to CCNY fund-raising events.

Summer Conference

Wayne mentioned that Quest received an invitation to participate in a summer conference: the 2023 Southern Regional Conference on Learning in Retirement. The conference is open to all who are connected to lifelong learning and learning in retirement programs. The sponsor of this conference is Road Scholar.

Council discussed having one representative from Council attend and file a report with Council about the experience. Preferably, the President would attend, but it could be the Vice President or a member of Council. One advantage to this event is learning more about the different lifelong learning models that exist throughout the country as well as how other programs relate to Quest.

Donna estimated that \$1,500 would need to be allocated to pay for airfare, hotel and local travel.

Wayne made a motion that Quest send a representative from Council to the 2023 Southern Regional Conference on Learning in Retirement and Michael seconded the motion. The motion passed unanimously. (The Quest representative to the conference will be determined after the election)

Electronic Keyboard Request

At the behest of a member, Wayne made a motion that Quest's electronic keyboard be set up on a permanent basis in the lunchroom (or a classroom) and Donna seconded it. The motion was defeated 10-0 with one abstention, primarily due to the risk of damage to the instrument. The Curriculum Committee is exploring the possibility of a class for the fall semester that would utilize our keyboard on a regular basis.

Treasurer's Report for February 2023

Peter presented the Treasurer's Report. He requested the final transfer of \$30,000 from CWE and prepared a \$11,550 check that represents Quest tuition payments received after transferring funds to CWE in October.

Peter provided all requested information needed to complete the Quest tax return and signed the authorization to submit the forms to the IRS.

New Business

We continue to have microphone issues in Room 15-17. There was a meeting arranged by Vivian Oliver to discuss hearing issues recently during which it was requested that a supplementary microphone system be set up in Room 15-17 on a permanent basis.

The Council's next scheduled meeting is Monday, April 10, at 2:45 p.m.

The meeting was adjourned at 4:20 pm.

Respectfully submitted,

Karen Levin

Secretary