

# Minutes of Board Meeting May 12, 2011

## **Attendees:**

David Copp, Robert Franson, Mark Gordon, Inga Hoffman, Ed Hutton, Ruth Keeley, Chris Le Maistre, Nancy Mead, Corinne Miller, Florence Orenstein, Lois Widom, Steve Zaslaw

*Nancy Mead* opened the meeting at 10:00 a.m. at the home of Inga Hoffman.

## **Secretary's Report** *Ruth Keeley*

The minutes were approved as amended.

## **Treasurer's Report** *David Copp*

There was nothing new to report from the Treasurer.

## **Facilities** *Mark Gordon*

There will be a sign-up area for the symphony. An extra table may be added if necessary. Mark reminded the Board to greet new people at the door. It was noted that guests appreciate this warm welcome.

## **Interest Groups Report** *Dusty Miller*

Dusty was out of town. There seemed to be no questions about the Interest Groups at this time. Phyllis will be accepting this position in the Fall.

## **Membership Report** *Florence Orenstein*

Florence reported that membership continues to grow (at a very slow pace). Members who joined in April or May will have membership extended through the next year, ending in August of 2012. It seems that most years we have about 80 drop outs. Community awareness is increasing. We had good press coverage last year and hope to keep it up next year. If membership and attendance numbers increase significantly it will be necessary to consider other locations for our meetings.

## **Events** *Ed Hutton*

Ed reported that we have found a caterer, Feast for a King, for our party in June. There was a discussion on how to direct members to the party area, which is not immediately visible from the parking lot. It was MSC that we should hire several students to guide those unfamiliar with the facility to the location of the party. There were questions about handicap access (there are stairs). Chris will go to the location to locate and verify access. We need to give the caterer a headcount two weeks before the event. Ed will announce the event Sunday and remind people that we need to know how many are coming. Inga will bring coupons Sunday.

## **Publications** *Steve Zaslaw*

The post card should be mailed to arrive June 1 since our deadline for signing up for the party is June 8. This card will be different – just for the party. Inga will write a publicity bit for the postcard. It was MSC that the brochure should be printed as soon as possible. The exact number to be printed is to be determined by the most favorable break at the printers.

## **STARS** *Corinne Miller*

The grant is in the final stages. Basically it is finished and only a few “polishing” details are needed.

**Program** *Chris LeMaistre*

We are still looking for someone to take the Program responsibilities next year. We hope it will not be too difficult, as there are already three speakers lined up.

**Other Business:**

**Database:** The group will be meeting tomorrow. Bonita Sebastian has strong technical skills and has done several projects similar to ours. We are looking forward to the completion of this project soon. The goal is to have it up and running August 1 and refined in time for our membership list publication by October.

**Courses** *Lois Widom*

We have a couple of possible new courses. Chris was approached by someone who would like to teach a course on Archeology. Florence spoke to someone who would like to teach a course on Dante.

**Mailing services:**

With our increasing size we need to look closely at professional mailing services. It has become too cumbersome for one person to do alone.

**Miscellaneous:**

Robert reviewed election procedures with the Board. It was agreed that a paper ballot would not be needed.

Inga mentioned that we should be looking for other sources for badges. It was suggested that she Google the topic.

It was mentioned that we might want to create a coupon for members to indicate their interest in Board positions. This has been done in the past but we do need to continue our efforts to find leadership. Most people are recommended for positions and do not volunteer on their own.

The next meeting was scheduled for June 16, the Thursday before the Party.

The meeting closed at 12:00 PM

## **ACTION ITEMS**

**Chris:** Go to Porter and check handicap access

**Ed:** Make Party announcement Sunday

**Inga:** Bring Party coupons. Look for badge sources.

**Steve:** Mail postcard in time to arrive June 1. Order brochures.