

PLATO BOARD OF DIRECTORS MEETING MINUTES

January 16, 2015.

DCS Office, 21 North Park, Madison, WI

Present: Mary Boyd - Chair, Patricia Becker, Sybil Better, Bob Blitzke, Lauren Blough, Lewis Bosworth, Mary DeWolf, Gail Gordon, Scott Kolar, Tim Otis, Frank Power, Don Reeder
DCS: Louise Fowler, Barry Orton

- I. **CALL TO ORDER** – Boyd called the meeting to order at 9:32 a.m. She thanked the members of the Board for their hard work over the holidays. She also praised the new website which is now operational.
- II. **MINUTES** – Two typos were identified in the December 2014 draft minutes. On a motion by Power and a second by Reeder, the corrected minutes were approved.
- III. **AGENDA ADDITIONS** – None.
- IV. **BASKETBALL TICKETS** – The DCS Dean has provided tickets for PLATO’s use to the January 29th UW women’s basketball game, including access to the Chancellor’s box.
- V. **QUESTIONS RELATED TO COMMITTEE/OFFICER REPORTS** – Several members commented positively on receiving all Board meeting materials electronically prior to the Board meeting. Bosworth indicated that the Executive Committee’s minutes answered all his questions about how the new committee would operate.
- VI. **FINANCIAL RECORD KEEPING UPDATE** – Otis reported that a candidate to provide bookkeeping services had been identified, but then she determined that it was not a good fit. Gordon stressed the importance of completing the financial reconciliation for the past 8 months. She expects recordkeeping to be less complex in the future as financial data is now being stored in the cloud. Blitzke recommended a candidate to handle the reconciliation, but Otis pointed out that PLATO does not compensate members for their services to the organization. On a motion by Boyd and a second by Bosworth, the Treasurer and Finance Committee were authorized to pursue and engage bookkeeping services and to report back to the Board.

At the next Special Events Committee there will be a discussion of how the number and type of trips offered impacts PLATO as an organization.

- VII. **SPRING PREVIEW** – Boyd reported on plans for the February 18th spring preview at the Madison Senior Center. The format will differ from previous previews with course coordinators seated at tables on the first floor, orientation sessions for new members and others held on the second floor and all committees having tables on the first floor. In addition, members will not need to be present at the start of the event. It was hoped that this might help to alleviate parking difficulties at the ramp near the Senior Center.

VIII. HIGH PRIORITY ISSUES FOR FUTURE PLATO DISCUSSION – Following a period of brainstorming by the members, the following issues were identified:

- Inclusivity, outreach to people of color
- Standing committee on arts
- Increased member involvement (volunteerism) including additional course coordinators, the volunteer/life balance
- Growth including criteria for growth, optimal size, identity, managing growth, providing and supporting new programming, additional venues, financial resources/dues and empowering committees to experiment
- What does “in association with DCS” mean?
- Optimum communication with members in the info tech area
- Relationship with other community organizations.

It was suggested that members be surveyed on an annual basis to identify their concerns. Power reported that closed classes are the major concern for those completing the evaluation forms following the fall and spring previews.

The preceding issues will be the focus of Board discussions at upcoming meetings. The Executive Committee will seek input from other committees as it structures these discussions. DeWolf stated that the Membership Committee will look at volunteer issues and relay their thoughts to the Board. At the February Board meeting, the discussion will focus on our relationship with DCS which is particularly timely given the upcoming MOA negotiations. Growth will be the focus of subsequent meetings.

IX. OPERATIONAL ISSUES

A. Trip Mailings – Fewer (snail) mailings with information on trips will be sent to members without email.

B. The Board reaffirmed its policy of synchronizing snail mail and electronic announcements (e.g., course schedule) to members.

X. ADMINISTRATIVE VOLUNTEER TRAINING - Fowler and Gordon will create a list of tasks and provide training for volunteers.

XI. MEETING CRITIQUE – Members again commented positively on receiving materials prior to the meeting.

XII. ADJOURNMENT /NEXT MEETING - Meeting adjourned at 11:31 a.m. Next meeting is Friday, February 20, 2015 at 9:30 a.m.

Respectfully submitted,
Sybil Better
Secretary

Approved by the PLATO Board on February 20, 2015.