

PLATO BOARD OF DIRECTORS MEETING MINUTES

February 20, 2015

DCS Office, 21 North Park, Madison, WI

Present: Mary Boyd (President), Patricia Becker, Sybil Better, Bob Blitzke, Lauren Blough, Lewis Bosworth, Mary DeWolf, Gail Gordon, Scott Kolar, Frank Power, Don Reeder
DCS: Louise Fowler

- I. **CALL TO ORDER** – Boyd called the meeting to order at 9:30 a.m.
- II. **MINUTES** –On a motion by Reeder and a second by Power, the minutes of the January 16, 2015 meeting were approved.
- III. **PREVIEW** – Boyd thanked all Board and committee members who contributed to the success of the preview, and particularly Blough and Fowler who prepared the materials and organized the layout. At least 140 members and prospective members attended as did most coordinators. Response to the new format was very positive and several new members signed up at the event. If this format is used in September, additional tables will be needed to accommodate the larger number of course coordinators in the fall. In addition, only one Q & A should be offered, the length of the preview might be shortened somewhat and the drop-in nature of the event should be better publicized. The social event following the preview was also well-attended. Kolar reported that membership had reached 1015 as of February 20th.
- IV. **PLATO'S RELATIONSHIP WITH DCS** – Boyd reported that the MOA committee met once in February and will meet again on March 3. In the interim, two subcommittees were created to address (1) the financial and business aspects of the relationship and (2) day-to-day operations. The current MOA expires in June 2015.

The Board discussed the following issues:

- Current affiliation between DCS and PLATO – identification of the benefits each organization receives from the other and an affirmation of the importance of this relationship.
- Changes in the PLATO/DCS relationship over the past year (e.g., PLATO's handing of its own finances and development and maintenance of its own webpage).
- Whether the benefits PLATO receives from its affiliation (e.g., office space, faculty liaison and support staff, infrastructure and equipment, goodwill/prestige of the UW, access to the UW library, etc.) are worth 40% of PLATO's membership fees.
- Identification of day-to-day tasks handled by DCS that need to be continued.

- V. **QUESTIONS RELATED TO COMMITTEE/OFFICER REPORTS** – Several members commented positively on receiving all Board meeting materials electronically prior to the Board meeting. Bosworth praised the format of the Executive Committee's report.

Boyd explained the rationale for a temporary 5% surcharge that will be added to the fees for special events to cover bookkeeping services and other costs associated with these events.

The group discussed what Board and committee materials should be placed on-line (i.e., only Board minutes or minutes of all Board and committee meetings). A decision will be made by the Executive Committee.

Boyd will solicit items requiring Executive Committee consideration from the other PLATO committees. Power proposed monitoring Board minutes for action items and then following up to verify progress.

- VI. NOMINATING COMMITTEE** – Becker, chair of the Nominating Committee, identified the following positions to be filled in 2015: President-Elect, Secretary, Treasurer, and two at-large Board positions. The process to be used in identifying candidates was discussed (i.e., focus on members already serving on PLATO committees or cast a broader net by soliciting names from the entire PLATO membership). It was decided that the Nominating Committee should request recommendations from the entire membership. The Nominating Committee will then consider these recommendations as well as other potential candidates identified by the Committee itself. A slate of candidates should be put forth by April at the latest. In addition, nominations may be made from the floor at the annual meeting. Becker indicated that the membership of the Nominating Committee remains to be determined.
- VII. LUNCHEON SPEAKER** – Boyd reported that Ellsworth Brown, Director of the State Historical Society, will be the speaker at the annual meeting. Two other individuals who had expressed a willingness to serve as speaker will be asked to make presentations at other special events.
- VIII. MEMBERSHIP SURVEY** – The Board discussed a survey of members. The Membership Committee will take the lead with Scott Kolar participating. Committees should be asked to help identify areas to be addressed in the survey. It was suggested that the UW Survey Research Center participate in developing the specific questions to be asked of respondents.
- IX. NEXT MEETING** – The next meeting is Friday, March 20th at 9:30 am. The discussion will focus on PLATO's growth. Otis and DeWolf will develop some starting points for Board discussion.
- X. ADJOURNMENT** - Meeting adjourned at 11:42 a.m.

Respectfully submitted,
Sybil Better
Secretary

Approved by the PLATO Board on March 20, 2015.