

## PLATO BOARD OF DIRECTORS MEETING MINUTES

September 18, 2015

DCS Office, 21 North Park, Madison, WI

Present: Frank Power (President), Sybil Better, Lewis Bosworth, Mary Boyd, Mary DeWolf, Gail Gordon, Mike DiIorio, Patricia Herrling, John Koch, Scott Kolar, Aleta Murray, Tim Otis, Don Reeder  
DCS: Louise Fowler, Barry Orton

- I. CALL TO ORDER AND WELCOME** – Power called the meeting to order at 9:30 a.m.
- II. MINUTES** – On a motion by Reeder and a second by DiIorio, the minutes of the August 21<sup>st</sup> meeting were approved. Boyd volunteered to do the October minutes in the absence of the Secretary.
- III. PRESIDENT’S REPORT** – Power has met with representatives of various organizations interested in senior learning.
- IV. FINANCIAL REPORT** – Otis reported that he will be sending DCS a reconciliation check for the 4<sup>th</sup> quarter of FY 2014-15. Quarterly financial reports will be provided to the board following their review by the Finance Committee (i.e., two months following the end of each quarter). Interviews with bookkeeping services are ongoing.
- V. FALL 2015 COURSE LAUNCHING EVENTS** – Bosworth reported that the coordinators luncheon went well. Coordinators discussed two documents relating to (1) developing a welcoming atmosphere and (2) supporting socialization.

Boyd reported that the course preview also went well with approximately 200 in attendance. The new format has been generally well-received although some members prefer the old format. However, as the number of courses has increased, allowing each coordinator to make a presentation, even a very brief one, has become increasingly unworkable. The Curriculum Committee should consider whether some sort of hybrid approach is feasible.

- VI. BOARD DISCUSSION OF MEMBER SURVEY** – After reviewing the Board’s discussion of the member survey at the August meeting, the Executive Committee recommended the following topics for future Board discussions: leadership practicum in September, annual meeting in October and diversity in November.

Volunteer Recruitment: Kolar stressed the importance of board members visiting each of the PLATO courses and giving a brief presentation on the organization’s need for additional volunteers. The one-pager on volunteerism can be used to structure board members’ remarks. In general, these brief presentations should be done during the 2<sup>nd</sup> or 3<sup>rd</sup> week of October. Board members should contact the coordinator to determine the timing of the presentation (e.g., at the beginning of the class, just prior to a break or at the end of the class). Board members should use a sign-up sheet and then talk with the

prospective volunteer about their interests and abilities. The names of the prospective volunteers should then be forwarded to Kolar who will share them with the appropriate committee(s). Boyd indicated that there is a fair amount of turnover among volunteers. If more volunteers do not come forward, then PLATO will either have to hire more staff at an increased cost to members or cut back on activities.

The Board discussed the handout “Proposed Implementation Strategies/Leadership Development Initiative. Kolar clarified that the initial focus of the Leadership Development Team is volunteer recruitment as volunteering is the first stage of leadership development. Member recruitment and retention remains the responsibility of the Membership Committee. Board members suggested some additional steps including soliciting recommendations from course coordinators, identifying abilities and interests of prospective volunteers, holding an annual volunteer recognition event, and highlighting volunteer activities in the Persimmon and on the website. Each board member then described how they became active in PLATO; for many it was the result of interaction(s) with another PLATO member who was already active in the organization.

**VII. COMMITTEES** – In response to a question from Power, most board members are generally very satisfied with the written reports from committees. Future agendas will continue to provide an opportunity to raise questions about the committees and their activities.

Bosworth reminded board members that the celebration of the latest issue of the Agora will take place on October 14.

**VIII. OLD BUSINESS** – None

**IX. NEW BUSINESS** – Rick Orton’s new course on racial injustice and inequality in Madison will feature presentations by several speakers from the community. He has contacted the Madison Community Foundation about funds to pay for the videotaping of some speakers. Orton is seeking Board approval to apply for a grant of \$2,000 from the Foundation to cover videotaping costs. During the ensuing discussion, questions were raised whether the grant, if awarded, would be sufficient to pay for post-production costs (e.g., editing, titling and packaging). Professional post-production is very important if the tapes are to reach a broader audience. Also, it was stressed that PLATO needs to own the copyright on the tapes. **On a motion by Reeder and a second by Bosworth, the Board authorized Orton to apply for a grant for \$2,000 from the Madison Community Foundation. The Executive Committee was given authority to approve the final details of the grant and to expend a maximum of \$1,500 of PLATO funds on this project.**

**XII. ADJOURNMENT** - Meeting adjourned at 11:43 a.m.

Respectfully submitted,  
Sybil Better, Secretary

*Approved by the PLATO Board on October 16, 2015.*