

PLATO BOARD OF DIRECTORS MEETING MINUTES
Friday, June 17, 2011 - 9:30 a.m.
Mt. Olive Lutheran Church, 110 N. Whitney Way, Madison, WI

Present: Tim Otis, Chair, Marv Beatty, Patricia Becker, Greg Bell, Lauren Blough, Mary Boyd, Ann Falconer, Scott Kolar, Mike Lovejoy, Barry Orton, Tim Otis, Frank Power, Ved Prakash, Judy Sadowsky, Frank Stein, Arden Trine, Wendy Kerr.

I. CALL TO ORDER – T. Otis called the meeting to order at 9:30 a.m.

II. MINUTES – The minutes of the May 15th, 2011, meeting were accepted, with the spelling of Arden Trine’s name corrected.

III. TREASURER’S REPORT – V. Prakash. No report.

IV. NEW BUSINESS - Discussion and Vote on 2011-2013 MOA – M. Lovejoy and B. Orton

A. Two changes from the last draft of the MOA include:

1. Under Review and Termination Rights, the time period, changed previously from ‘biennial’ to an as-needed status, was reinstated as ‘bienninial’, at the request of DCS.
2. Appendix A outlining duties and responsibilities of DCS and PLATO was edited to remove all references to OLLI.

B. Additional changes made after discussion:

1. The Agora was added to last sentence of Program Structure.
2. Other minor edits were made for clarity.

C. DCS financial reporting to PLATO: There was discussion concerning lack of clarity in the procedures, such that committee members do not know how much of their budget has been expended. B. Orton will develop a draft procedures document.

D. The Draft MOA as edited was approved unanimously. The corrected copy will be signed by PLATO President T. Otis and DCS Interim Dean James Campbell, whereupon it will be archived with UW-Madison Procurement as an attachment to DCS documents.

V. REPORTS FROM STANDING COMMITTEES

A. Curriculum and Facilities – No report

B. Outreach – A. Falconer

1. June Persimmon, which includes a membership form that requests members to check whether they wish to receive electronic or U.S. mailed copy, is in the mail.

2. Work on the August issue is in progress. It will include the Course List.
3. Budget: No change from last year is proposed. There may be savings if a significant number of members choose to receive the *Persimmon* on line, and additional expense if *Agora* mailing costs and costs for subsequent issues come under Outreach.
4. Leadership: A. Falconer will be resigning as Chair after many years of dedicated and skilled service, effective at the completion of the August *Persimmon*. She will organize the Outreach contribution to the Fall Preview, and will be available for consultation until a candidate to replace her is recruited.

C. Special Events - M. Boyd

1. Summer bus trips – in place.
2. Policy for allowing non-members needs clarification. Current ad hoc practice is to allow one guest, more than that depends on whether or not there is space on the bus. There was informal approval of that policy.

D. University Relations – M. Lovejoy

The MOA language regarding PLATO having full control over programming is a concern for DCS and it will be reviewed and edited as needed.

E. Leadership Development – T. Otis - No report.

VI. New Business - continued

A. Preliminary Discussion of Finances and UW Foundation Initiative – M. Beatty

1. M. Beatty distributed a document, “*Financing PLATO into the Future*”, summarizing the current financial situation and prospects for upcoming costs (probable increase in contribution to DCS, *Agora*), proposing a new concept for revenue sources (member dues, tax deductible donations, and income from investments), and outlining procedures to implement the concept (establish endowment fund with transfer of \$50,000 of current investment balances, launch fund-raising campaign, and apply to IRS for a 501c(3) status to facilitate contributions). To operationalize the new concept, a 5-member financial advisory committee is proposed and its duties outlined. Possible projects for use of investment funds include the *Agora*, expanding scholarships, reducing subsidy from DCS, and considering a dedicated space.
2. Proposed statement of purpose for the Endowment Fund: “Income from the fund is to be used to help support costs of education at UW Madison for returning adult students enrolling in credit classes at UW-Madison, and for costs of lifelong learning programs such as PLATO that are associated with UW Madison.”

3. The document, “*Financing PLATO into the Future*” will be discussed in depth at a future meeting, for which W. Kerr and B. Orton will prepare a summary of expenses over the past few years.

B. Ideas for Future Board Agenda Items – T. Otis

1. Review of Strategic Plan
2. Finances
3. Liability insurance expansion
4. Review of By-Laws
5. Clarifying procedures for task forces to report to the Board
6. Developing leadership for Committee Chair positions

C. Acknowledging Board Transitions – T. Otis

1. Judy Sadowsky - Past President; Tim Otis – President; Mike Lovejoy – Treasurer; and Pat Becker - President Elect. Frank Stein and Ved Prakash go off the Board; new members coming on include Lauren Blough (Secretary), Greg Bell, Frank Power, and Scott Kolar – Directors at Large.

This was Frank Stein’s last meeting; appreciation was expressed for his many contributions during tenure on the Board. Ved Prakash will continue through the August meeting.

2. Frank Stein offered some last comments:
 - a. Consider expanding Board to 10 members.
 - b. Have each Board member be the chair of a committee or task force, and have nuts and bolts discussed in committees rather than by the Board.
 - c. Have the Board focus on PLATO’s mission, policy, and important events.

D. Proposed Meeting Schedule for Next Year – T. Otis

Will continue with Friday mornings at 9:30.

Meeting adjourned at 11:30 a.m. Next meeting will be: Friday, August 19, 2011, 9:30 a.m., Mt..Olive Lutheran Church.

Respectfully submitted,

Patricia Becker