

PLATO Board Minutes

Friday, June 8, 2018

Room 7045, 21 North Park St., 7th Floor 9:30 – 11:00 AM

Present: Scott Kolar (President), Kathy Brown, Carla Dilorio, Suzy Griffiths, Patricia Herrling, Frank Power, Linn Roth, Michael Stevens, Meg Taylor.

Also Present: Louise Fowler

1. **Call to Order** Meeting was called to order by Scott Kolar, President.
2. **Approval of April 13, 2018 Minutes** Correction of adding Meg Taylor to those present at the last meeting. Minutes were approved.
3. **Committee Reports (See Board Materials email)**
 - a. Questions for Chairs
Carla Dilorio clarified the Special Events rejection of scholarships for trips because there was no means of determining financial need.
 - b. Additional updates
Michael Stevens reminded us of the new format for the Tuesday emails. Committees need to send concise information with links to more detailed information, There will be no announcements of non-PLATO events.
4. **Old Business**
 - a. MoA update. This is still up in the air, with the ball in DCS's court.
 - b. Strategic Plan implementation. We are now at the implementation point in this process. The plan will be sent to committees to start implementing items for which they will take the lead.
 - c. Office Operations Associate hiring process update. There were over 50 applications. The search committee held 6 phone interviews and narrowed this down to 3 in-person interviews in late May. One person withdrew. The committee picked their first and second choice. This went to DCS and the position has been offered to the first choice candidate with a verbal acceptance. This is a 58% appointment with Louise making up the remaining 12%. Louise will work on financial details and be a backup for the new appointee. The new appointment will probably work on Tuesdays, Wednesdays and Thursdays. The start date will be the last week in June (June 25th).
5. **New Business**

a. Approval of new committee chairs

- i. Curriculum—Barb Freiberg and Therese Stevens
- ii. SEC—Janet Cabot and Aleta Murray
- iii. Diversity—Rick Orton and Cathy Michaelis

All new chairs were approved, although Diversity is a special committee and doesn't need Board approval.

b. Budget update

The budget is as previously listed except for the Agora proposal below. After discussion of the Agora proposal the Budget was moved for approval and it was approved by the Board.

c. Proposed Policy on Alcohol at PLATO Events.

The proposed Policy on Alcohol at PLATO events were read and discussed. There was a motion to approve. It was approved.

d. Agora funding proposal

Previously PLATO funded half of the Agora cost from charitable funds, with the rest being raised by Agora. The current proposal is that all of the funding for the Agora come from PLATO directly from the operating funds, as it is a publication for PLATO members themselves. Questions were raised about the process for printers. Was it sent out for bid? In the past Agora looked at several bidders. AdPress was \$3,000 less than DCS. It has proved to be of good quality and prompt in printing. Another question was raised about member reading of the Agora. This is a difficult thing to access. However, in the 2015-2016 membership survey 52% said the Agora was very important or somewhat important to them. 2019 is the next printing of the new Agora. The motion to use PLATO general funds for the entire cost of the Agora was approved by the Executive committee to be brought before the Board. A motion was made for the Board to approve this. The motion passed.

e. Member survey proposal

There was a proposal to contract with Russell to design a new survey for membership. The proposal was to approve a cost of up to \$2,500 for this design. The Executive committee approved this to be sent to the Board. Discussion was held about having Russell explore timing of a survey, length, and what a valid rate of acceptance was, etc. Also raised was having an incentive to fill out the survey, such as being put in a pool for a prize like a free 2 year membership. A motion was made to contract with Russell for the design of a survey for up to \$2,500. The motion was approved.

f. Membership form changes

Changes have been made to the membership form. New members will see these changes. Two of the changes were to help PLATO identify and develop a pool of people to use as a resource for committees and other volunteer opportunities. One new question asks the new member to let us know of their professional background, and another asks about skills in specific areas. The specific skill areas were provided by PLATO committees.

g. Fund Development Proposal

This was an extra discussion added to the agenda about funding for programs for FY 2018-2019. Because fund raising was very successful a proposal was put forth to increase the funding for several programs. They are as follows:

Returning Adult Students—increase from \$10,500 to \$14,000 and increasing the number of scholarships from 3 to 4.

Odyssey Project: Increase from \$5,000 to \$6,000.

Increase the following programs from \$2,500 to \$3,000: Maydm, One City Early Learning, Dane Net, Kid Links.

Add Lussier Community Education Center to the list at \$3,000.

Motion to approve was made and passed.

6. **Adjournment** Meeting was adjourned. Everyone on the Board extended sincere thanks to Scott Kolar for his work as PLATO President!

Next Meeting: Friday, August 10, 2018, 9:30-11:00