

PLATO BOARD OF DIRECTORS MEETING MINUTES

November 20, 2015

DCS Office, 21 North Park, Madison, WI

Present: Frank Power (President), Sybil Better, Lewis Bosworth, Mary Boyd, Janet Cabot, Mary DeWolf, Mike DiIorio, John Koch, Scott Kolar, Aleta Murray, Tim Otis, Don Reeder
DCS: Louise Fowler

- I. CALL TO ORDER AND WELCOME** – Power called the meeting to order at 9:30 a.m. He announced that the leadership committee report and volunteer recruitment would be covered under item VII B. Key Events.
- II. MINUTES** – On a motion by Murray seconded by Reeder, the minutes of the October 16th meeting were approved.
- III. PRESIDENT’S REPORT** – Power indicated that items identified in his report would be discussed later in the meeting.
- IV. FINANCIAL REPORT** – Otis reported that PLATO’s finances are in good shape with special events trips running in the black. A working arrangement has been negotiated with our current accounting firm to provide bookkeeping services at a cost of \$90 per hour. Otis and Fowler will post to the cloud and the firm will be given access to our Wild Apricot account. After the firm completes PLATO’s second quarter financial reports in January or February, Otis will have a better idea of the ongoing costs of this service.
- V. DOCUMENT UPDATES: BYLAWS, COMMITTEE RESPONSIBILITIES, AND PLATO POLICIES**

On a motion by Better seconded by Otis, the Board approved the following changes to the PLATO Bylaws:

- **Article IX – Officers; Section 3 – Duties; #2**
Add to the duties of the President-Elect “and undertake additional responsibilities as needed.”
- **Article IX – Officers; Section 3 - Duties; #4**
Add as first sentence of the paragraph, “Under the overall supervision of the Board, the Treasurer is responsible for the management of finances and business activities of PLATO. “
- **Article XI – Committees; Section 1 – Types of Committees**
Delete the sentence requiring that that PLATO have at least five standing committees and identifying each of the standing committees.

On a motion by Better seconded by Boyd, the Board approved the following changes to the PLATO Standing Committees: Responsibilities and Procedures:

- **Add two committees to the list of Standing Committees: the Executive Committee and the Finance Committee. The activities of each committee are listed as are the responsibilities of the committee chair.**
- **Revise the description of the other five committees to separately identify the submission of committee meeting minutes to the PLATO Board and the PLATO archivist as a responsibility of the committee chair.**

On a motion by Better seconded by Murray, the Board approved the following changes to PLATO Policies:

- **Special Events**
Add the following section: Managing Inappropriate or Unsafe Behavior – Event coordinators have the responsibility for promoting and maintaining a welcoming and safe environment at all Special Event activities. The Special Events Committee will develop and utilize guidelines for addressing inappropriate or unsafe behavior.
- **Bus Company Selection**
Delete the provision requiring the Committee to use the UW-Madison list of approved bus vendors.
- **Member Directory Listing**
Delete the provision requiring that 100 copies of the member directory be printed initially with more printed as needed.

On a motion by Bosworth seconded by DiIorio, the board approved the substitution of “Agora Editorial Board” for “Agora Committee” in Article XI, Section 1 of the Bylaws dealing with committees.

VI. DIVERSITY COMMITTEE REPORT – Bosworth reviewed the history of the committee which met six times between July and November and has now submitted a report for Board consideration. The group decided to initially focus on the Black community in Madison. In the future, it plans to broaden its focus to include other minority groups. Otis noted that PLATO is not an advocacy organization although PLATO members may act on issues as individuals.

On a motion by Bosworth seconded by Reeder and an amendment by Reeder seconded by Boyd, the Board approved Part I of the report with the fourth bullet revised to read as follows: PLATO seeks to provide opportunities for learning and teaching about the issues of poverty, inequality and injustice afflicting the greater Madison community.

On a motion by Bosworth seconded by Boyd and an amendment by Kolar seconded by DeWolf, the Board approved the first four sections of Part II of the report with the fourth section dealing with communication reviewed to read as follows:

- a. Encourage the development of website blogs and related links that focus on diversity.**

- b. Encourage the development of PLATO-generated media products that focus on diversity, inequality and injustice.**
- c. Encourage the development of communication media that encourage members and prospective members to gain knowledge about and potential involvement in the issues of diversity, inequality and injustice.**

On a motion by Otis seconded by Murray, the Board, with one nay vote, decided to table the final two recommendations dealing with the Diversity Committee itself. They will be discussed by the Executive Committee and the Board in January as part of a broader discussion of PLATO's committee structure.

VII. COMMITTEES – Kolar indicated that the web team is still determining how best to present information on website usage.

DeWolf distributed lists of *new* members who have expressed interest in serving on PLATO committees. Kolar reported that Board member visits to classes went very well and resulted in the identification of more than 25 potential volunteers. Boyd and Kolar will follow up with those who have not identified a specific area of interest. A proposal will be submitted in January to establish a standing committee on leadership.

Power reported that an annual luncheon will again be held in the spring at the Nakoma Golf Club. Election of officers will not be conducted at the meeting, but will be done on-line. More effort will be put into identifying a speaker who will attract members to the luncheon.

Power indicated that at least for the interim the Communication Committee will continue to function as it does now with subgroups and without a chair. This group will also be part of the discussion of PLATO's committees to be held in January.

VIII. OLD BUSINESS – The holiday gathering will be held on December 11 at Vintage Brewery. Present and former board members will be receiving invitations to this event.

XII. ADJOURNMENT - Meeting adjourned at 11:30 a.m.

Respectfully submitted,
Sybil Better, Secretary

Approved by the PLATO Board on January 15, 2016.