

## PLATO BOARD OF DIRECTORS MEETING MINUTES

September 16, 2016

21 N. Park Street, Madison, WI

Present: Janet Cabot (Vice President), Sybil Better, Kathy Brown, Ed Cothroll, Carla DiIorio, Mike DiIorio, Kevin Gould, John Koch, Tim Otis, Frank Power, Michael Stevens  
DCS: Louise Fowler

**I. CALL TO ORDER** – Cabot called the meeting to order at 9:30 am.

**II. APPROVAL OF MINUTES** – With one correction, the minutes of the August 16, 2016 Board meeting were approved.

**III. EXECUTIVE COMMITTEE REPORT**

**A. DCS Course** – A DCS proposal to offer a discount to PLATO members enrolling in an online history course was accepted.

**B. Long Range Planning** – On October 29, the Executive Committee will meet with a second possible consultant to the PLATO long range planning process.

**IV. TREASURER'S REPORT** – Otis reported on the recent renegotiation of our contract with N4N (bookkeeping/accounting service). N4N will carry out more activities for PLATO including bill paying, data entry, and completion of annual federal and state financial reports. PLATO's 2016-17 budget included increased funding for these additional services.

**V. COMMITTEE REPORTS**

In addition to the written reports distributed as part of the agenda packet, the following additional information was presented:

**A. Communication Committee** – Stevens reported that the Committee is surveying other PLATO committees to better understand their communication needs and current practices. A committee member is drafting a brief, cogent response to the question, "What is PLATO?" It was noted that a new newsletter is now being sent to PLATO theatergoers. Cabot encouraged the Communications Committee to develop recommendations for a process for approving new communications.

**B. Curriculum Committee** – Brown reported that the Coordinator's luncheon was held earlier in the week. Attendance was somewhat below last year. There was a good discussion of diversity.

**C. Fund Development Committee** – Otis announced that a solicitation was recently sent to PLATO members with another likely to be sent prior to the end of the year.

**D. Membership Committee** – Otis reported that Membership Committee members and Board members will be visiting courses again this fall to encourage members to become more active in the organization. Discussion then turned to the member survey with questions raised about the lengthy time period members were given to respond.

**E. Special Events Committee** – C. DiIorio reported that a member's injury on a trip has again raised the question whether trip leaders and their assistants should have first aid training and carry a first aid kit on trips. The ensuing discussion touched on liability issues, the need for basic

training in managing an emergency (and not necessarily providing first aid), expectations for trip-goers, and coverage provided under Good Samaritan laws. Cabot requested that the Committee develop recommendations for Executive Committee consideration.

F. **AGORA** – Fowler reported that the next edition will be distributed in August-September 2017. Another Arts Café will be held in October.

G. **Socialization Opportunities** – Power reported on upcoming socialization opportunities prior to upcoming lectures in September and October and following the Fall Preview.

**VI. ADJOURNMENT** –10:20 am

Respectfully Submitted,  
Sybil Better, Secretary

*Approved by the PLATO Board on October 21, 2016.*