

## **PLATO Board MINUTES**

Friday, October 11, 2019

Room 7045, 21 North Park St., 7th Floor

9:30 –11:06 AM

Present: Michael Stevens (President), Kathy Brown (Vice-President), Mike Roy, Scott Kolar (Treasurer), Sharon Scrattish, Meg Taylor, Barb Friberg, Rod McKenzie, Paul Thompson, Suzy Griffiths, Hedy Lukas (via remote).

Also Present: Edie Urness-Pondillo

### **1. Call to Order and approval of June 2019 Minutes**

Minutes were approved by the Board.

### **2. Introduction of new board members**

Members, old and new, introduced themselves and gave details on their other PLATO involvements.

### **3. Conflict of Interest Policy. Review and annual signing**

Michael Stevens (President) reviewed and further explained the Conflict of Interest Policy. All in attendance signed the form; those absent will receive their forms via mail and will return to the PLATO office.

### **4. Committee Reports**

Hedy Lukas, Communication/Membership Committee chair, described plans for a Facebook page to be rolled out before the end of the year. It is seen as an asset to reach out to members' friends, demonstrate the variety of PLATO-sponsored events, and increase membership.

Lukas also reported on outreach done this fall through the Colloquium on Aging and other presentations done to groups interested in hearing more about PLATO. An updated PowerPoint is being used for group presentations to keep information current.

Next year, the plan is to use some PLATO events as conduits for picking up new members by publicizing those events to the public and PLATO guests.

### **5. Edie's planned retirement and recruitment for successor**

Edie Urness-Pondillo will retire 9/4/2020 and plans are to revamp the job description and make sure the office operations process manual is updated for training. Louise Fowler and Edie will meet and prepare information for the next Executive Committee meeting to begin the process.

### **6. Trips**

Scott Kolar reported that pending revisions in the processes for trips planned by the SEC will result in the following:

- No one person has the burden of all the work.
- Simplification of processes and registration types
- Clarity on costs and the PLATO policies connected to them to lessen the financial risk to PLATO of trips
- Possible policy changes to reflect such changes
- Equality regarding the reimbursement of trip volunteers, in line with course coordinators

Extensive discussion of the last of the bulleted outcomes resulted in the following questions, which will be discussed with the SEC at their meeting Nov. 5 and brought before the board again in December:

- How much of trip costs should PLATO underwrite?
- How can PLATO keep their good volunteers in light of possible changes in reimbursements/underwritten costs?
- How can PLATO avoid being upside down on trips' total costs and avoid financial risks?
- How can any reimbursement/underwriting of leader tickets/bus costs be covered by those who register?

#### **7. Survey and Volunteer recruitment**

PLATO's annual survey will be e-mailed to members October 16 and results will be tallied after the November 6 deadline for responses. New volunteers will be culled from those responses.

#### **8. PLATO Election. Call for suggested names.**

A more concerted effort will be made to seek nominations for the next election by getting the word out earlier and having more opportunities for members to get their suggestions to the board. There will be two at-large openings on the board, as well as all officers.

**5. Adjournment** Meeting was adjourned at 11:36 a.m.

Next Meeting: Friday, December 13, 2019, 9:30-11:00.