

**Sarasota Institute for Lifetime Learning
January 11, 2012 Board Meeting Minutes**

Board Members: Rick Banks, Bill Bell, Ruth Bell, Pat Chapman, Beth Cotner, Bob Germain, Irwin Livon, Joan MacDonnell, Joy McIntyre, John McGruder, Mac Nicoll, Frances Smith-Williams, Mary Lou Spottswood, Mary Testa, Roy Turrett

Board Members Absent: Robert Barylski, Don Blivas, June LeBell, Chet Thompson, Archie Woodworth

Adjuncts Present: Gene DePoris, Al Eckes, Dwight Hoover, Jorie Lueloff, Jane Hopkins, Lionel Olmer, Larry Rossini, Harvey Wolfson

The meeting was called to order at 2:00 pm by Joy McIntyre. A quorum was present.

The minutes of the December 13, 2011 board meeting were approved.

New Adjunct Larry Rossini was introduced.

Joy McIntyre reported:

- Garnett Campbell and Gwen Wilson have resigned from the board.
- New Adjunct Lou Ann Koch – introduced by Ruth Bell
- Recently purchased podium in use at Players Theatre
- Microphone originally purchased 2/26/11 for \$898 was found to be unsuitable – heavy, no amplifier. Equipment was sold to GWIZ for a \$500 credit toward future use of GWIZ facility
- \$500 spent for cables at Holley Hall

Treasurer's Report: Financial reports distributed via email. Mac Nicoll was thanked for a revenue vs. expense analysis presented at December board meeting.

Registrar's Report: Joan MacDonnell reported that sales are ahead of last year in Sarasota, down in Venice. Discussion about large number of phone calls and emails on season ticket delivery. This year tickets mailed first week in December only to those with a local address and had provided a stamped self addressed envelope. For 2013, Players Theatre will pass out tickets in December at a cost under \$400.

Facilities-Sarasota: Ruth Bell reported smooth opening at Players Theatre. One person is needed for Wednesday parking at Players.

Marketing Report: Irwin Livon reported free lecture was a success, well attended, very positive response from the audience. Distribution of "bring a friend" free tickets for Tuesday lectures was well received. There is a weekly ad in Herald-Tribune showing full week schedule. Cost \$8040, under \$8600 budget.

Technology and Website Report: Bob Germain reported Host/Moderator calendar, speaker contact information summary, and summary of speakers using PowerPoint and maps have been added to website, accessed from Board Menu.

Programming Committee Report: Beth Cotner reported that a proposed schedule of events to be surveyed has been distributed. Plan is for evaluation in only one venue, even distribution between Sarasota and Venice. Past surveys indicate very similar reviews when a speaker was evaluated in both venues.

Music Report: None.

SILL Select Report: Rick Banks reported free lecture simulcast well received. Transmission was flawless but there are still lighting issues at Players. There is a plan to move the podium to center stage when screen is not needed for slides. DVDs were sent out on schedule. They are to be returned within 8 days.

Nominating Committee: John McGruder requested that in the future, board members should give adequate notice of intent to resign and serve out term when possible. Nominated for the board :

- Gene Deporis – simulcast
- Peter Huber – programming committee vice chair

Motion to approve was unanimous. Adjunct Larry Rossini will assume the duties of Volunteer Coordinator.

New Business:

- Rick Banks made a request to purchase a 7x CD/DVD recorder for \$587 through Amazon. Existing 3x recorder will be retained for parallel use and as a backup.
Sense of the Board: purchase approved.
- Joy McIntyre presented a request for SILL to send survey on lifetime leaning to our email list. Discussion on policy for use of email database. **Motion:** Email database is to be used for internal purposes only. Motion made by Mac Nicoll. Seconded. **Approved**, 1 opposed, 1 abstained.
- Peter Huber reported that 13 teachers from Venice will be given free admission to attend Venice lectures. The request came from VHS Social Studies department.
- Bill Bell requested that any board member needing a parking place at Players make the request a day in advance.

The meeting was adjourned at 3:35 pm.

The next Board Meeting will be held at Sarasota Arts Council Bldg on Wednesday, February 8 at 2:00 pm.

Bob Germain

**Sarasota Institute for Lifetime Learning
February 8, 2012 Board Meeting Minutes**

Board Members: Rick Banks, Bill Bell, Ruth Bell, Don Blivas, Pat Chapman, Beth Cotner, Bob Germain, Peter Huber, Irwin Livon, Joan MacDonnell, Joy McIntyre, John McGruder, Mac Nicoll, Frances Smith-Williams, Mary Lou Spottswood, Mary Testa, Roy Turrett, Archie Woodworth

Board Members Absent: Robert Barylski, June LeBell, Chet Thompson

Adjuncts Present: Al Eckes, Dwight Hoover, Lou Ann Koch, Jorie Lueloff, Jane Hopkins, Lionel Olmer, Larry Rossini, Jim Walsh, Harvey Wolfson

The meeting was called to order at 2:10 pm by Joy McIntyre. A quorum was present.

The minutes of the January 11, 2012 board meeting were approved.

Joy McIntyre reported:

- Jewell Thompson has taken pictures at events. They will be posted on the website.

Treasurer's Report: Financial reports distributed via email. Simulcast is currently running a deficit because contracts from number of venue have not yet been paid. After discussion it was agreed that a more detailed analysis of Simulcast revenue and expense will be presented at the next board meeting. Mac reported that the 2013 budget is a work in progress. Joan MacDonnell noted that season ticket prices are needed for pre-registration forms to be given out in March. Pricing discussion followed. **Motion:** Season ticket prices will stay the same for next year. Motion made by Mary Lou Spottswood. **Approved**, 6 opposed, 1 abstained. Daily ticket pricing to be decided at a future board meeting.

Registrar's Report: Joan MacDonnell reported that attendance at Music Mondays is down. Income is increasing each year for the first four weeks of the season. John McGruder reported that the Long Range Planning committee was looking at several future venue options. Peter Huber noted that Music attendance was down 17%, Global Issues down 2%.

Marketing Report: Irwin Livon reported that there was no exact count of free Tuesday tickets in Sarasota. Attendance pattern, highs in 2nd and 4th weeks, most likely due to popularity of speakers and topics.

Technology and Website Report: Bob Germain reported that all reports and the Host/Moderator calendar, have been updated on the website. Beth Cotner noted that a list of all of the program committee data available on the website was shown at the program committee meeting.

Facilities Sarasota: Ruth Bell reported that one person is still needed for Wednesday parking at Players. If a reserved parking place is needed, call the Bells by 8:30 the morning of the lecture. **Venice:** Archie Woodworth has a list of potential volunteers. Larry Rossini and Bob Germain will coordinate incorporation into the existing volunteer data. Discussion of offering a package of lecture cds. Rick Banks and Irwin Livon will bring a specific proposal to the next board meeting.

Programming Committee Report: Beth Cotner reported that the first committee meeting has been held.

Music Report: None.

SILL Select Report: Rick Banks reported 195 cds and 25 DVDs have been made. Plymouth Harbor has requested cds for sale to their residents. Simulcast broadcast has been nearly flawless. Three of the five venues no longer want to receive the weekly backup DVD. Rick has sent a report card to all venues requesting feedback on the quality of the simulcasts. Form is posted on the website.

Volunteer Coordinator: Larry Rossini reported 15 responses from email blast requesting volunteers.

New Business:

- Joy McIntyre brought forward a suggestion for an E-newsletter **Sense of the Board:** favorable to the idea. Volunteer is needed to proceed further.
- Bob Germain proposed a policy to allow posting slides and other speaker materials on the website with the permission of the speaker and a request from the audience. **Sense of the Board:** opposed.

The meeting was adjourned at 3:50 pm.

The next Board Meeting will be held at Sarasota Arts Council Bldg on Wednesday, March 14 at 2:00 pm.

Bob Germain

**Sarasota Institute for Lifetime Learning
March 13, 2012 Board Meeting Minutes**

Board Members: Rick Banks, Bill Bell, Ruth Bell, Don Blivas, Pat Chapman, Gene DePoris, Bob Germain, Peter Huber, Irwin Livon, Joan MacDonnell, Joy McIntyre, John McGruder, Mac Nicoll, Frances Smith-Williams, Mary Testa, Chet Thompson, Archie Woodworth

Board Members Absent: Robert Barylski, Beth Cotner, June LeBell, Mary Lou Spottswood, Roy Turrett

Adjuncts Present: Al Eckes, Dwight Hoover, Lou Ann Koch, Jorie Lueloff, Jane Hopkins, Lionel Olmer, Larry Rossini, Jim Walsh, Harvey Wolfson

The meeting was called to order at 2:05 pm by Joy McIntyre. A quorum was present.

The minutes of the February 8, 2012 board meeting were approved.

Joy McIntyre reported:

- Contracts for Venice Unitarian Universalist Church, Hotel Indigo have been negotiated, thanks to Archie Woodworth and Mary Testa for obtaining favorable terms

SILL Select(Simulcast): Chet Thompson presented the SILL Select Marketing Plan for 2013. There were major technical problems in the simulcast transmission in 2011 which resulted in lost revenue in 2012. There were no problems in 2012 as a result of a Studio 26 equipment upgrade and use of a new web transmission vendor. This year, income is projected to be about \$16,000, with a final deficit of about \$2000. Joy McIntyre asked why the difference in last year's expense of \$24,000 and this year's projection of \$18,000. In June LeBell's absence, Joy McIntyre noted that the Music program simulcast must be limited to non-profit 501c(3) organizations to conform with media licensing restrictions. **Motion:** Marketing plan approved with the following provisions:

- Music will be marketed to 501c(3) organizations only
- Sale of 6 and 3 packages restricted to opt out discounts after season begins
- Marketing will be to retirement centers only. Two existing exceptions, Seaplace and Grand Bay, are to be grandfathered in

Motion made by Archie Woodworth. Motion passed, 2 opposed.

John McGruder reported that the nominating committee will contact the 8 board members whose terms expire this year and requested that anyone considering resignation from the board in the coming year to contact him.

Long Range Planning Committee: John McGruder reported that Players is considering various options over the next 3-7 years that could result in a smaller venue of 425 seats. They are interested in a possible plan that would include a capital contribution from SILL. SILL's long range venue needs make it prudent for SILL to grow its capital which is now approximately \$500,000.

Treasurer's Report: Financial reports distributed via email. Finance committee recommends ticket price increase. **Motion:** For Global Issues and Music, Sarasota and Venice - 2013 season tickets \$85, individual tickets \$8. Seminar prices left at \$30, subject to future review. Accept as rescinding of previous motion passed at February 2012 board meeting to not change season ticket prices. Motion made by Mac Nicoll and seconded by Irwin Livon. Motion passed unanimously.

Registrar's Report: Daily ticket report on the website. Joan MacDonnell reported that the number of season tickets sold is down but daily attendance is up for Global issues. Attendance for Music Mondays is down.

Facilities Sarasota: Ruth Bell reported that a lunch for volunteers was planned. Sense of board was to also include Venice volunteers. Ruth Bell and Archie Woodworth will coordinate.

Marketing Report: Irwin Livon reported that there have been complaints about the number of people in Sarasota leaving before the Q & A. Moderators will be asked to start the Q & A when ready rather than announce or wait for a specified time interval.

Technology and Website Report: Bob Germain reported that the Registrar database program has been modified to include a report listing season ticket buyers and tickets bought to be posted on the website. It will include only those who explicitly give written permission to be included in the listing.

Programming Committee Report: Peter Huber reported that the Programming Committee has met 3 times. The 10 members are divided into 3 teams. Topics were ranked on a scale of 1-5. Four topics had a rating of 5 and were assigned 2 speakers each. Eight speakers have committed for 2013. Objectives are to have approximately a 60/40 split of returning vs. new speakers, 60/40 split of international vs. domestic subjects.

Music Report: None.

SILL Select Report: Rick Banks reported 646 cds and 41 DVDs have been made. Ruth Bell noted that no cds will be sold the last week of the season since they cannot be picked up. Mailing was deemed not a viable option – cost and logistic difficulties.

New Business:

- Mary Testa reported that the annual board dinner will be held April 18th 5-7 pm at the TPC in Palmer Ranch. Attendance will be limited to board members and adjuncts with spouses/guests. Also Friends of SILL who have donated at least \$200.
- Mary Testa noted that Bob Barylski had returned his honorarium check and proposed that the \$1500 be donated to the Pineview Foundation in memory of Irene. Approved by sense of the board.
- Rick Banks noted the need for a better camera at Players to transmit picture to the lobby on Tuesday and Wednesday (Simulcast camera used on Thursday). General agreement, further discussion deferred to a future board meeting.

The meeting was adjourned at 3:58 pm.

The next Board Meeting will be held at Sarasota Arts Council Bldg on Tuesday, April 10th at 9:30 am.

Bob Germain

**Sarasota Institute for Lifetime Learning
May 8, 2012 Board Meeting Minutes**

Board Members: Rick Banks, Robert Barylski , Don Blivas, Pat Chapman, Beth Cotner , Gene DePoris, Bob Germain, Peter Huber, Joan MacDonnell, Joy McIntyre, John McGruder, Mac Nicoll, Frances Smith-Williams, Mary Lou Spottswood, Mary Testa, Roy Turrett, Archie Woodworth

Board Members Absent: Bill Bell, Ruth Bell, June LeBell, Irwin Livon, Chet Thompson

Adjuncts Present: Al Eckes, Lou Anne Koch, Jorie Lueloff, Larry Rossini, Don Savage, Harvey Wolfson

The meeting was called to order at 9:30 am by Joy McIntyre. A quorum was present.

The minutes of the April 10, 2012 board meeting were approved.

Joy McIntyre reported:

- Joy will call on longtime patron Sid Carroll's widow Betty this summer
- Frankie Smith-Williams will handle phone messages and Contact Us message distribution
- Discussion on future relations with Players Theatre. **Motion:** Authorize Executive Committee to contract prepaid rent with Players Theatre for up to \$100,000. Motion made by Don Blivas. Motion passed 14 approved, none opposed

Treasurer's Report: Financial reports distributed via email. Mac Nicoll presented 2013 budget, discussion followed. Split of program committees budget is: Global Issues \$127,310 , Music \$31,000.

Motion: Approve 2013 budget. Motion made by Mac Nicoll. Approved unanimously.

Motion: Music and Global Issues committees free to operate within established budget. Overruns exceeding 5% must be brought to the board for approval. Motion made by Don Blivas. Motion passed 13 approved, none opposed.

Registrar's Report: Ticket sales report is posted on the website. Joan MacDonell reported expected sales will exceed 2012.

Facilities: No report

Marketing: No report

Technology and Website Report: Bob Germain reported the website report listing season ticket buyers and tickets bought has grown to 5 pages. Sarasota Thursday has been marked Sold Out on season ticket request form.

Programming Committee Report: Beth Cotner reported:

- 2 slots left to fill
- 8 seminars scheduled, 7 on Thursdays at GWIZ, 1 in Venice
- Need to do a better job to promote seminars. Peter Huber reported that the committee form to do this has issued its first document on how to increase awareness

Music Committee: no report

SILL Select(Simulcast): Gene DePoris reported:

Need to be able to market 3 and 6 month marketing trial plans.

Motion: Approve marketing of 3 and 6 lecture packages. This reverses "Sale of 3 and 6 packages restricted to opt out discounts after season begins" proviso passed by the board in the March 13, 2012 meeting. Motion made by Gene DePoris. Motion passed 16 approved, none opposed.

Nominating Committee: John McGruder presented the slate of officers for 2013

- President: Joy McIntyre
- Vice President: Irwin Livon
- Secretary: Bob Germain
- Treasurer: Mary Lou Spottswood

2 new board members:

- Don Savage– 2 yr term expiring FY2013
- Jorie Lueloff – 3 yr term expiring FY2014

Renomination for FY 2012, term expiring FY2015: Ruth Bell, Bill Bell, June LeBell, Joan MacDonnell, Mac Nicoll, Chet Thompson, Roy Turrett

Nominating Committee Chair for 2013: John McGruder

Motion: Accept slate of officers as presented. Motion made by Beth Cotner. Motion passed by acclimation.

Open Business:

- **Standing Operating Procedures:** Joy McIntyre reported that she and Bob Germain are collaborating on operating procedures and operation documentation and would report in the fall. Joy noted that a proposed SILL Operations calendar had been distributed and would be updated by board feedback. The idea was well received by the board.
- **Assisted Living CD project:** Lou Anne Koch proposed that 2012 music CDs be offered to the 2 remaining Assisted Living venues she is working with. **Motion:** Approval of offering 2012 Music CDs to 2 Assisted Living venues with the proviso that the CDs will be returned and Lou Anne gets approval from June LeBell. Motion passed, no vote count was made.

The meeting was adjourned at 11:10 am.

The next Board Meeting will be held at Sarasota Arts Council Bldg on Tuesday, June 12th at 9:30 am.

Bob Germain

**Sarasota Institute for Lifetime Learning
April 10, 2012 Board Meeting Minutes**

Board Members: Rick Banks, Robert Barylski , Bill Bell, Ruth Bell, Pat Chapman, Beth Cotner , Gene DePoris, Bob Germain, Peter Huber, Irwin Livon, Joan MacDonnell, Joy McIntyre, John McGruder, Frances Smith-Williams, Mary Testa, Chet Thompson, Roy Turrett, Archie Woodworth

Board Members Absent: Don Blivas, June LeBell, Mac Nicoll, Mary Lou Spottswood

Adjuncts Present: Al Eckes, Lou Anne Koch, Jorie Lueloff, Jane Hopkins, Lionel Olmer, Larry Rossini, Don Savage, Harvey Wolfson

The meeting was called to order at 9:30 am by Joy McIntyre. A quorum was present.

The minutes of the March 13, 2012 board meeting were approved.

Joy McIntyre reported:

- Requested that board members use the Away Calendar
- Need volunteer to handle phone messages, Frankie Smith-Williams volunteered.
- Board meetings will be in Friday at 2:30 pm January-March 2013
- Jim Walsh has resigned
- New contracts negotiated with Players Theatre and GWIZ.

Treasurer's Report: Financial reports distributed via email. Beth Cotner suggested that honorariums can be cut by \$5000 and more money may be needed for travel in the 2013 budget. Year end net will not be known until final report on June 30th. \$8000 insurance refund received.

Registrar's Report: Final 2012 report is posted on the website.

Programming Committee Report: Beth Cotner reported:

- 21 speakers signed up, about half new, half returning from previous year
 - All seminars will probably be on Thursdays at GWIZ
 - 60% global 40% domestic issues
- Discussion: Complaints about biased speakers. Speakers will be encouraged not to read from slides or notes. Frankie Smith-Williams reported complaints about too many domestic issues lectures.

Music Committee: Joy McIntyre reported for June LeBell:

- 2013 format is musical conversations, 3 interviewers will be Bob Sherman, Phil Gainsley and June.
- 11 artists committed, one pending
- Noted major difficulties if marketing music program to any non 501c3 organization
- Offer to help market music program with Ed Alley

Facilities Sarasota: Ruth Bell reported that the lunch for volunteers at Café Baci was a big success. Discussion about seminars: how to market, future viability, possible price increase. Program Committee will make price recommendation at the May board meeting.

Marketing Report: Irwin Livon reported that 2013 marketing activities will begin next month. An effort will be made to help improve Tuesday attendance.

Technology and Website Report: Bob Germain reported that the first report listing season ticket buyers and tickets bought has been posted on the website. About 60% of orders received so far gave permission to be included in the listing. Notes on usage of the Event Calendar have been posted, link on Program Committee Menu page.

SILL Select(Simulcast): Gene DePoris reported:

- Minimal technical problems last year
- Will be marketing Select option – choice of live/delayed DVD
- Contracts will explicitly not allow venues to sell tickets to non-residents
- Reiterated that music sales will be to 501c3 organizations only

Open Business:

- **Assisted Living CD project:** Lou Anne Koch reported that it was not a success. Only 3 -5 users in 2 of 3 venues. Recommendation to terminate the program was accepted by the board.
- **CD Orders:** Rick Banks reported increase in number of cds produced from 618 in 2011 to 888 in 2012. Six boxed sets were sold at \$75 each. **Motion:** Continue with boxed set sales in 2013, increase price to \$85 (to match season subscriber price increase). Motion made by Beth Cotner. Motion passed by acclamation.

New Business:

- **Scholarship Initiative:** Bob Barylski presented a set of notes on creating a program. Sense of the board to set up a committee. Members are Bob Barylski, Beth Cotner, Al Eckes, Lou Anne Koch, and Mary Testa.
- **SILL Emeritus Council:** Chet Thompson proposed an organizational meeting in January, 2013. 21 former board members and adjuncts are to be contacted. Requested SILL to fund a lunch. **Motion:** Authorize up to \$500 for initial meeting expense. Motion made by Peter Huber. Motion passed, 1 opposed.

The meeting was adjourned at 11:35 am.

The next Board Meeting will be held at Sarasota Arts Council Bldg on Tuesday, May 8th at 9:30 am.

Bob Germain

**Sarasota Institute for Lifetime Learning
June 12, 2012 Board Meeting Minutes**

Board Members: Robert Barylski , Don Blivas, , Bob Germain, Irwin Livon, Joan MacDonnell, Mac Nicoll, Frances Smith-Williams, Mary Lou Spottswood, Mary Testa, Archie Woodworth

Board Members Absent: Rick Banks, Bill Bell, Ruth Bell, Pat Chapman, Beth Cotner , Gene DePoris, Peter Huber, June LeBell, Joy McIntyre, John McGruder, Chet Thompson, Roy Turrett

Adjuncts Present: Al Eckes, Dwight Hoover, Lou Anne Koch, Don Savage

The meeting was called to order at 9:30 am by Mary Testa. A quorum was not present, approval of the May board meeting minutes was deferred.

Treasurer's Report: Financial reports distributed via email.

Registrar's Report: Ticket sales report is posted on the website. Joan MacDonnell introduced new Adjunct Alisha Rossini .

Facilities: No report

Marketing: Irwin Livon reported that booklet advertising letters had been sent. Irwin introduced new Adjunct Mustafa Yilmaz.

Technology and Website Report: Bob Germain reported that the booklet cover design submitted by Ed Ogiba has been approved. A copy will be posted on the website.

Programming Committee Report: Chet Thompson reported:

- 2 slots left to fill, very close to filling one of them
- 8 seminars scheduled, 7 on Thursdays at GWIZ, 1 in Venice

Mary Testa reported that 21 speaker confirmation letters have been sent

Music Committee: no report

SILL Select(Simulcast): no report

The meeting was adjourned at 9:40 am.

The next Board Meeting will be held at Sarasota Arts Council Bldg on Tuesday, September 11th at 9:30 am.

Bob Germain

**Sarasota Institute for Lifetime Learning
September 11, 2012 Board Meeting Minutes**

Board Members: Rick Banks, Robert Barylski, Bob Germain, June LeBell, Irwin Livon, Joan MacDonnell, John McGruder, Frances Smith-Williams, Mary Lou Spottswood, Chet Thompson

Board Members Absent: Bill Bell, Ruth Bell, Don Blivas, Pat Chapman, Beth Cotner, Gene DePoris, Peter Huber, Jorie Lueloff, Joy McIntyre, Mac Nicoll, Don Savage, Mary Testa, Roy Turrett, Archie Woodworth

Adjuncts Present: Al Eckes, Lou Anne Koch, Larry Rossini, Harvey Wolfson, Mustafa Yilmaz

The meeting was called to order at 9:30 am by Irwin Livon. A quorum was not present, approval of the May and June board meeting minutes were deferred.

Treasurer's Report: Mary Lou Spottswood reported that assets totaled \$646,000. Interest rate is only 0.4%, need to investigate if a better rate is available.

Registrar's Report: Ticket sales report is posted on the website. Joan MacDonnell reported that Tuesday sales were up and Wednesday sales were down.

Facilities: No report

Marketing: Irwin Livon reported the committee is working on an advertising plan. There will be ads on the Burns Court screens.

Technology and Website Report: Bob Germain reported that the booklet project is on schedule. New season to be posted on website on October 15th.

Programming Committee Report: Chet Thompson reported from email from Peter Huber:

- all slots filled
- 8 seminars scheduled, 7 on Thursdays at GWIZ, 1 in Venice
-

Music Committee: June LeBell reported all is in place for the coming season

SILL Select(Simulcast): Rick Banks reported there are verbal commitments from 5 locations, interest from 3 others. For Music 2 verbal commitments, interest from 4 others. June LeBell and Edward Alley are available to make presentations.

New Business: Larry Rossini asked for requests from committees if any volunteers were needed.

The meeting was adjourned at 10:40 am.

The next Board Meeting will be held at Sarasota Arts Council Bldg on Tuesday, October 9th at 9:30 am.

Bob Germain

**Sarasota Institute for Lifetime Learning
November 13, 2012 Board Meeting Minutes**

Board Members: Rick Banks, Robert Barylski, Gene DePoris, Bob Germain, Joan MacDonnell, Peter Huber, Irwin Livon, Jorie Lueloff, Joy McIntyre, John McGruder, Mac Nicoll, Don Savage, Mary Lou Spottswood, Frances Smith-Williams, , Mary Testa, Chet Thompson, Roy Turrett, Archie Woodworth

Board Members Absent: Bill Bell, Ruth Bell, Don Blivas, Pat Chapman, Beth Cotner, June LeBell

Adjuncts Present: Al Eckes, Larry Rossini, Alicia Rossini, Dwight Hoover

The meeting was called to order at 9:35 am by Joy McIntyre. A quorum was present. The May, June, September and October board meeting minutes were approved.

Treasurer's Report: Mary Lou Spottswood reported that the report has a new format. SILL has \$650,000 in cash, no better investment alternative has been found. The report is posted on the website.

Registrar's Report: Joan MacDonnell reported that Sarasota sales were up and Venice sales were down but expected to pick up Thursday will be very crowded, we are outgrowing Players Theatre. Item to be added to the Long Range Planning Committee agenda.

Facilities: No report

Marketing: Irwin Livon reported there were 15 advertisers in the brochure, 7 paid and 8 reciprocal ads. Some have not yet been collected. The Herald-Tribune is providing free advertising valued at \$12,000. There will be 5 ads in December, 2 in Tickets section. Ads will promote the season and seminars. Ads will be moved from Monday to Sunday. Ads on Burns Court screens show 8 times in pre-movie ad cycle.

Technology and Website Report: Bob Germain reported that the booklet has been printed, mailed and distributed to Sarasota and Venice. A pdf copy of the booklet has been posted on the website. Next month's activities will be preparation of bio sheets and pre-lecture Global Issues Power Point slides.

Programming Committee Report: Peter Huber reported that GWIZ will be able to host the seminars during construction. Entry will be in back of the building, a sign is needed to direct people. Sarasota One Books on Main St. is prepared to sell speaker's books. An insert for ticket envelopes promoting seminars was passed around. Speaker evaluation forms will be distributed at selected lectures. Chet Thompson has created a preliminary host/moderator chart.

Music Committee: no report. **Motion:** Rent Holly Hall overflow room for up to 5 weeks, dates to be selected by June LeBell. Motion made by Irwin Livon. Motion passed.

SILL Select(Simulcast): Gene DePoris reported that there will be a simulcast test in all venues in December. There 5 Global Issues and 2 Music sites.

Open Business:

- Harris Bank offer of \$5,000 to sponsor end of season dinner was discussed. **Motion:** Do not accept the offer, suggest ways to work together. Passed unanimously.
- Proposal not to hold board meetings in June and September was discussed. **Motion:** Hold June and September board meetings as needed. Motion passed, 5 opposed.
- Work on proposed bylaw changes is continuing.
- Mary Testa reported that the annual lunch board meeting will be held at Café Bacci. Invitations will be made to former moderators.

The meeting was adjourned at 11:25 am.

The next Board Meeting will be held at Café Bacci Tuesday, December 11th at 10:30 am.

Bob Germain

**Sarasota Institute for Lifetime Learning
October 9, 2012 Board Meeting Minutes**

Board Members: Rick Banks, Robert Barylski, Bob Germain, Joan MacDonnell, Peter Huber, Joy McIntyre, John McGruder, Mac Nicoll, Don Savage, Frances Smith-Williams, Roy Turrett, Archie Woodworth

Board Members Absent: Bill Bell, Ruth Bell, Don Blivas, Pat Chapman, Beth Cotner, Gene DePoris, June LeBell, Irwin Livon, Jorie Lueloff, Mary Lou Spottswood, Mary Testa, Chet Thompson

Adjuncts Present: Al Eckes, Larry Rossini, Alicia Rossini

The meeting was called to order at 9:30 am by Joy McIntyre. A quorum was not present; approval of the May, June and September board meeting minutes was deferred. Joy McIntyre reported that she attended a seminar with an excellent presentation on grant writing. There was an executive committee on October 3, 2012, discussion of proposed bylaw changes and standing operating procedures and policies. Documentation of these is an ongoing project.

An informal proposal was made not to conduct board meetings in June and September. Sense of the board was to not require the 2 meetings, hold them as needed.

BMO Bank has offered \$5000 to host a gathering where they would be permitted to describe their services.

Treasurer's Report: No report

Registrar's Report: Joan MacDonnell reported that Sarasota sales were up and Wednesday sales were down. Ticket sales report is posted on the website.

Facilities: No report

Marketing: In a report circulated before the meeting, Irwin Livon reported the committee is working on an advertising plan. There will be ads on the Burns Court screens.

Programming Committee Report: Peter Huber reported that a source for speaker's books will be Sarasota One Books on Main St. Expect to sell 4 books, 3 have been identified.

Technology and Website Report: Bob Germain reported that the booklet has been sent to the printer. The new season will be posted on website on October 15th. A pdf copy of the booklet will be posted on the website for Board members in the next week.

Music Committee: no report

SILL Select(Simulcast): Rick Banks reported Grand Bay has declined leaving verbal commitments from 4 locations, interest from 3 others. For Music 2 verbal commitments, interest from 3 others. June LeBell and Edward Alley will make a presentation at Village on the Isle on November 13th.

The meeting was adjourned at 10:50 am.

The next Board Meeting will be held at Sarasota Arts Council Bldg on Tuesday, November 13th at 9:30 am.

Bob Germain

**Sarasota Institute for Lifetime Learning
December 11, 2012 Board Meeting Minutes**

Board Members: Rick Banks, Robert Barylski, Bill Bell, Ruth Bell, Pat Chapman, Beth Cotner, Gene DePoris, Bob Germain, Peter Huber, Jorie Lueloff, Joan MacDonnell, Joy McIntyre, John McGruder, Mac Nicoll, Frances Smith-Williams, Mary Lou Spottswood, Mary Testa, Chet Thompson, Roy Turrett, Archie Woodworth

Board Members Absent: Don Blivas, June LeBell, Irwin Livon, Don Savage

Adjuncts Present: Al Eckes, Larry Rossini, Alicia Rossini, Dwight Hoover

The meeting was called to order at 10:40 am by Joy McIntyre. A quorum was present. The November Board meeting minutes were approved.

Treasurer's Report: Mary Lou Spottswood reported that there was no activity last month. In response to a question about insurance costs being over budget, it was noted that the budgeted amount was too low.

Registrar's Report: Joan MacDonnell reported that Sarasota sales were up and Venice sales were down. Sales report posted on the website.

Facilities: No report.

Marketing: Irwin Livon reported via email "All systems are go with marketing. We will be running our weekly ads on Sundays this coming year. We will be promoting our seminars in the 5 large free Herald-Tribune ads in December. Burns Court and Lakewood Ranch Cinemas will be running our slide throughout our season."

Technology and Website Report: Bob Germain reported that the Host/Moderator calendar has been posted on the website.

Programming Committee Report: Peter Huber reported that Amb. Richard McCormick has cancelled due to conflict with schedule of an international conference he has been associated with for many years. Associated lunch was also cancelled. Replacement choice expected shortly [12/12 - John Williams has accepted]

Music Committee: no report.

SILL Select(Simulcast): Gene DePoris reported that there will be a simulcast test in all venues on Thursday, December 13th. There 5 Global Issues and 1 Music site verbally committed. It is possible that the program will have a small deficit this year.

Open Business:

- Sponsorship offering were discussed. **Motion:** Approve the concept, empower the executive committee and others as needed to develop a detailed plan. Passed unanimously.
- Joy McIntyre presented proposed Bylaws amendments. **Motion:** Approve the changes as presented. Passed unanimously.
- Rick Banks noted that ad hoc liaison with Players at each of the 3 lecture times has been staffed.

The meeting was adjourned at 11:30 am.

The next Board Meeting will be held at the Arts Council Building Friday January 11th at 2:00 pm

This was a holiday meeting at the Café Baci. At the luncheon following the meeting, the following former Board members joined us:

Robert Bailey, Bill Jones, Don Leidel, Connie Meadows, Dale Povenmire, Dale Reith.

Special guest: former adjunct, Lee Solomon

Bob Germain

