

**Sarasota Institute for Lifetime Learning
January 11, 2023 Board Meeting Minutes**

Board Members: Bob Barylski, Mike Boorstein, Nancy Cabral, Adrienne Cipolla, Bob DeFillippi, Bob Deutsch, Bob Germain, Marshall Greenwald, Joe Holt, Susan Hook, Jorie Lueloff, Craig Kennedy, Sue Lewis, Bob Lieber, Jerry Luhman, Craig Marion, Teresa Morris, Richard Rose, Betsy Traba, Kathie Westpheling

Board Members Absent: Beth Cotner, Gordon Garrett, Jim McGee, Jeff Olesen

Adjuncts Present: Karen Brown, Carmine Cipolla, Jane DeFillippi, Ed Swan

The meeting was called to order at 2:35 pm by Bob Deutsch.

A quorum was present. The December Board Meeting minutes were approved.

Treasurer's Report: Marshall Greenwald reported SILL has \$1.355 million with Community Foundation, \$65,000 in cash (half spent), and \$25,000 in money market. There is a new expense form with a higher mileage rate, available now on the SILL website.

Registrar's Report: Jerry Luhman reported that season sales are about 30% of pre Covid year sales. A credit card device is being tested. If approved, a device will be provided for every venue. A proposal for a discount for current subscribers for 2024 season tickets is being evaluated.

Global Issues: Mike Boorstin reported for Jeff Olesen that the weekly Moving Parts notice had been sent. It was noted that there is an emergency backup plan in place if a speaker is unable to attend at the last minute.

Marketing: Gordon Garrett reported that the Herald Tribune 3 ads per work have begun. We are able to obtain the 3 ads for little more than 1 ad again this year. Advertising in the Venice Gondolier began for the first time in years with a large ad in December outlining the season. Weekly ads have started. Craig Kennedy has been very helpful in Venice, especially with promotions with local Venice organizations.

Music Mondays: Joe Holt reported that the first Music Monday had an enthusiastic audience. Bob Sherman attended the Sarasota session, he will be included in the February 27th session with Stefan Jackiw.

Venice Operations: Craig Kennedy reported Music Monday and Tuesday Global issues sessions wen smoothly with few glitches. Material stored at the Venice Community Center has been reorganized.

LWR Operations: Teresa Morris noted a meeting with the church staff to facilitate smooth operations. With the goal to be out by 6:15, need on time starts, short intros and moderators must be aggressive in controlling the speech length and the Q & A session.

Technology and Website: Bob Germain reported that the weekly upcoming schedule eblasts have started. The videos for the first Music Monday and Tuesday Global issues lecture have been received and posted for viewing. Kudos to the 2 videographers for the fast turnaround. 2500 additional flyers have been ordered.

SILL Volunteers: Bob DeFillippi reported all venues are staffed with volunteers. Badges with no name will be provided for new volunteers to use until a name badge is made.

SILL CD/FDs: Nancy Cabral reported 1 sale. It should be made clear that we offer sound recordings not videos. There will be no selling at Music Monday same as last year. Evaluations will be tabulated.

SILL Select: Susan Hook reported that there is some concern that single season VOD subscriptions are being misused by being made available to residents of a retirement facility. This is being investigated.

Long Range Planning: Teresa Morris reported that efforts to increase awareness of SILL continue, including soliciting contacts with Home Owner Associations (HOA).

New Business

The Board of the Sarasota Institute of Lifetime Learning is honored by the legacy bequest of \$10,000 by the Donald and Patricia Savage Revocable Trust.

Following his passing, SILL recognized Don's important contributions and commitment to SILL in a memorial lecture by Dr. Daniel Zibblatt in our 2019 season.

Including SILL in their legacy demonstrates the sustained commitment Don and Pat felt to providing continuing opportunities for Sarasota's Senior Community to engage the world and remain informed.

In appreciation of Don and Pat's bequest, SILL will endeavor to honor their legacy by ensuring that their commitment to lifetime learning remains at the heart of SILL's programing in the years ahead.

The meeting was adjourned at 4:50 pm.

The next board meeting will at the Arts Building on Wednesday February 8th at 2:30 pm.

Bob Germain, Secretary

**Sarasota Institute for Lifetime Learning
February 8, 2023 Board Meeting Minutes**

Board Members: Bob Barylski, Mike Boorstein, Adrienne Cipolla, Beth Cotner, Bob DeFillippi, Bob Deutsch, Gordon Garrett, Bob Germain, Marshall Greenwald, Susan Hook, Jorie Lueloff, Craig Kennedy, Sue Lewis, Bob Lieber, Jerry Luhman, Craig Marion, Teresa Morris, Jeff Olesen, Richard Rose, Betsy Traba, Kathie Westpheling

Board Members Absent: Nancy Cabral, Joe Holt, Jim McGee

Adjuncts Present: Karen Brown, Carmine Cipolla, Jane DeFillippi, Peter Huber, Ed Swan
Ex-Officio Present: John McGruder

The meeting was called to order at 2:25 pm by Bob Deutsch.

A quorum was present. The January Board Meeting minutes were approved.

Treasurer's Report: Marshall Greenwald reported SILL has \$1.311 million with Community Foundation, \$70,000 in cash (most allocated), and \$25,000 in money market.

Registrar's Report: Jerry Luhman reported that season sales are about 30% of pre Covid year sales. A credit card device is being tested. If approved, a device will be provided for every venue. After discussion: **Motion:** Prices for 2024 will be: Subscriber \$110, Flex 12 tickets \$150, Flex 6 tickets \$80, Season VOD \$180, Single VOD \$20, Daily ticket \$15, VOD for Thursday only. 14 yea, 7 nay. Motion passed.

Global Issues: Jeff Olesen reported that the program committee will meet next week. Beth Cotner will be the 2024 Chair. Attendance is low, about half of pre pandemic level.

Marketing: Gordon Garrett reported that SILL has an ad in the Sarasota Visitors Guide.

Music Mondays: Betsy Traba reported for Joe Holt that the season is going well.

Venice Operations: Craig Kennedy reported the sound issue at the Venice Community Center has been resolved.

LWR Operations: Teresa Morris reported good attendance at Lakewood Ranch, 374.

Technology and Website: Bob Germain reported that the weekly upcoming schedule eblasts are continuing. The process to qualify for Community Foundation matching gift program has been started.

SILL Volunteers: Bob DeFillippi reported all venues are staffed with volunteers. The volunteer lunch will be on April 5th, at Chianti's, 3900 Clark Rd.

SILL CD/FDs: No report.(report distributed via email)

SILL Select: No report

Long Range Planning: Teresa Morris reported that efforts to increase awareness of SILL continue, including soliciting contacts with Home Owner Associations (HOA). A sample letter is being prepared. A half day planning meeting is scheduled for April 20th. A notice requesting feedback will be sent, response requested by Mqrch 1st.

New Business

Beth Cotner noted that the SILL annual dinner will be at TPC Prestancia on April 4th at 5:00. RSVP notes have been sent, reply with menu choice.

The meeting was adjourned at 4:15 pm.

The next board meeting will at the Arts Building on Wednesday March 8th at 2:30 pm.

Bob Germain, Secretary

**Sarasota Institute for Lifetime Learning
April 12, 2023 Board Meeting Minutes**

Board Members: Bob Barylski, Mike Boorstein, Nancy Cabral, Adrienne Cipolla, Beth Cotner, Bob DeFillippi, Jane DeFillippi, Bob Deutsch, Gordon Garrett, Bob Germain, Marshall Greenwald, Joe Holt, Susan Hook, Craig Kennedy, Sue Lewis, Bob Lieber, Jerry Luhman, Craig Marion, Jeff Olesen, Richard Rose, Betsy Traba, Kathie Westpheling

Board Members Absent: Jim McGee, Teresa Morris

Adjuncts Present: Karen Brown, Carmine Cipolla, Peter Huber

Ex-Officio Present: Jorie Lueloff

The meeting was called to order at 3:00 pm by Bob Deutsch.

A quorum was present. The March Board Meeting minutes were approved.

Three new Adjuncts were appointed: Kirk Bradley, Mike Shaket, Jane Storm

Nomination Committee: Beth Cotner presented the committee report. Proposed officer slate: Bob Deutsch President, Jeff Olesen Vice President, Marshall Greenwald Treasurer and Bob Germain Secretary.

Board members whose terms expire in 2023 are to be reappointed to 3 year terms ending in 2026.

Resigned from board: Craig Marion (now Adjunct) Jim McGee

Proposed new board member is: Ed Swan.

Motion: Approve slate of nominees, term updates and new board members. Motion passed unanimously.

Treasurer's Report: Marshall Greenwald reported SILL has \$1.328 million with Community Foundation Withdrew the remaining \$20,000 of the authorized \$50,000 from the Community Foundation. Cash balance is \$30,800, not including the \$20,000 for the Community Foundation. Money Market balance is \$5,060. Budget adjusted to reflect Global Issues Videographer will do one lecture, rather than two.

Motion: Authorize withdrawal of \$50,000 from the Community Foundation Fund if needed. Passed unanimously.

Motion: No longer offer Wednesday live closed captioning. Passed 17 yeas 4 nays.

Motion: Adopt budget as amended. Passed unanimously.

Registrar's Report: Jerry Luhman noted that preseason sales are up from about 30% (2023) to 46% (2024) of 2019 year sales. Year to date 2024 sales \$19,000. Final Attendance report has been distributed to the board.

Global Issues: Jeff Olesen noted that the season ended on a high note with enthusiastic response to the Nolan Peterson and Charles Kupchen lecture (both coming back in 2024). All of the 2024 lecture slots have been filled.

Marketing: Gordon Garrett reported that our graphic artist Larry Creter has retired and a search is underway for a replacement.

Music Mondays: Joe Holt reported that the season was successful and the audience is growing. About 2/3 of the 2024 slots have been filled.

Venice Operations: Craig Kennedy reported the volunteer organization for 2024 is set.

LWR Operations: Richard Rose reported audio/visual at Cornerstone Church is set for both days. New Wednesday day lecture will be marketed in the fall.

Technology and Website: Bob Germain reported that the Global Issues event calendar has been posted and 2023 evaluation numerics and comments have been posted on the website. An updated website front page will be posted this week.

SILL Volunteers: Bob DeFillippi reported all venues are staffed with volunteers. The volunteer lunch was well received. Badges are on order for the three new Adjuncts.

SILL CD/FDs: Nancy Cabral reported 210 recordings were sold, 75% are flash drives. Next year CD's will no longer be offered. One of the CD replicators will be donated. A new option will be to send the audio file to those

who wish to receive it that way.

SILL Select: Susan Hook reported the same venues will sign up for next year. Someone is needed to market SILL Select.

Long Range Planning: Richard Rose reported that a facilitator has been secured for the April 20th planning meeting. The meeting will start at 10 am at the Arts Center building. Lunch will be served. There will be a breakout session with 3 groups: board structure, finance and marketing.

New Business

Richard Rose asked that a better way to acknowledge memorial gifts be developed.

The meeting was adjourned at 4:35 pm.

The next board meeting will at the Arts Building on Wednesday October 11th at 3:00 pm.

Bob Germain, Secretary

**Sarasota Institute for Lifetime Learning
October 11, 2023 Board Meeting Minutes**

Board Members: Bob Barylski, Adrienne Cipolla, Beth Cotner, Bob DeFillippi, Jane DeFillippi, Bob Deutsch, Gordon Garrett, Bob Germain, Marshall Greenwald, Joe Holt, Susan Hook, Sue Lewis, Jerry Luhman, Teresa Morris, Richard Rose, Kathie Westpheling

Board Members Absent: Karen Brown, Mike Boorstein, Craig Kennedy, Bob Lieber, Jeff Olesen, Ed Swan, Betsy Traba

Adjuncts Present: Kirk Bradley, Carmine Cipolla, Peter Huber, Craig Marion, Jane Storm

The meeting was called to order at 3:00 pm by Bob Deutsch.

A quorum was present. The April Board Meeting minutes were approved.

New Adjunct appointed: Ali Murphy. She will be trained for the Registrar job

Treasurer's Report: Marshall Greenwald reported SILL has \$1.416 million with Community Foundation. Up about 8% from the beginning of the year. Checking account balance is \$16,600, Money Market \$45,400.

Registrar's Report: Jerry Luhman noted that Tickets sales for 2024 series (live and VOD) are \$50,000 at the end of Sep 2023, another \$3,000 this month through October 10. For comparison, year end sales of live and VOD ticket sales: 2023 - \$111,175; 2022; - \$117,800; 2021 - \$241,025 (pre pandemic). Ali Murphy will be the assistant Registrar. Registrar Committee members are: Jerry Luhman, Ali Murphy and Richard Rose, 10 Invite A Friend tickets were handed out to all Board Members.

Global Issues: Beth Cotner reported all is on track for the 2024. Several board members are giving talks about SILL at local venues. Moving Parts spreadsheet coming.

Marketing: Gordon Garrett reported that we have the same marketing package with Herald-Tribune as last year. Full page ad in December and a front page banner. Marketing package with Gondolier and ads on WUSF and WSMR and in The Observer. A set of posters will be developed and printed.

Music Mondays: Joe Holt reported that the 2024 season is on track. Interview lined up on local ABC channel to promote SILL. The 2024 Music Monday season is dedicated to Bob Sherman.

Venice Operations: Bob Deutsch reported for Craig Kennedy that all is ready for the 2024 season.

LWR Operations: Teresa Morris reported volunteers are in place. Audio/visual contracts signed. Best way to promote new Wednesday date is by word of mouth. Eblast to be sent.

Technology and Website: Bob Germain reported that the website has been updated for 2024. Booklet camera ready copy has been sent to the printer, books will be distributed the first week in November. The trifold is complete and being printed, available on Friday. Our new artist Elsa Kauffman has done an excellent job. A link to 6 video clips from 2023 season will be linked to the SILL board members page this week.

SILL Volunteers: Bob DeFillippi reported almost all venues are staffed with volunteers. Badges will be ordered for new Adjuncts and board member

SILL CD/FDs: No report. As a volunteer Nancy Cabral will handle CD/FDs. Board liaison will Beth Cotner..

SILL Select: Susan Hook reported a new venue Freedom Plaza. Contracts have been sent out. Someone is needed to market SILL Select.

Long Range Planning: Teresa Morris reported that a committee meeting will be held prior to the next board meeting.

New Business

Richard Rose asked that a better way to acknowledge memorial gifts be developed.

The meeting was adjourned at 4:25 pm.

The next board meeting will at the Arts Building on Wednesday November 8th at 3:00 pm.

Bob Germain, Secretary

**Sarasota Institute for Lifetime Learning
March 8, 2023 Board Meeting Minutes**

Board Members: Bob Barylski, Mike Boorstein, Nancy Cabral, Adrienne Cipolla, Beth Cotner, Bob DeFillippi, Jane DeFillippi, Bob Deutsch, Gordon Garrett, Bob Germain, Marshall Greenwald, Joe Holt, Susan Hook, Craig Kennedy, Sue Lewis, Bob Lieber, Jerry Luhman, Craig Marion, Jeff Olesen, Richard Rose, Kathie Westpheling

Board Members Absent: Jim McGee, Teresa Morris, Betsy Traba

Adjuncts Present: Karen Brown, Carmine Cipolla, Peter Huber, Ed Swan

Ex-Officio Present: Jorie Lueloff

The meeting was called to order at 2:30 pm by Bob Deutsch.

A quorum was present. The February Board Meeting minutes were approved.

Beth Cotner was approved as chairman of the Nominations Committee. A slate of officers will be presented at the April board meeting. Jorie Lueloff has resigned from the board and was approved as an Ex-Officio member. Jane Defillippi was nominated and approved as a new board member.

Treasurer's Report: Marshall Greenwald reported SILL has \$1.390 million with Community Foundation, \$54,000 in cash, and \$25,000 in money market. Budget worksheets have been distributed to the board, input needed before April board meeting when the budget is approved

Registrar's Report: Jerry Luhman noted that season sales are about 30% of pre Covid year sales. Tickets have been coded on Tix, next year color is yellow. 2024 season tickets will be on sale the last two weeks of the season. Order forms will be on the website and available at all venues

Global Issues: Jeff Olesen that Tue/Wed attendance is 62% of Thu/Fri, attributed to having the most popular speakers on Thu/Fri. **Motion:** Move Global Issues Wednesday from First Church to Lakewood Ranch. Passed 20 yea, 1 nay. Lectures will be at 11 am at Cornerstone Church. The lecture will be the same one given Tuesday at the other venues. Venue cost at Cornerstone is going up but still less than First Church. Tuesday/Wednesday Video on Demand will not be offered in 2024. Thursday VOD will continue to be offered in conjunction with the SILL Select program.

Marketing: Gordon Garrett noted that the Invite A Friend initiative has been a success.

Music Mondays: Joe Holt reported that Bob Sherman was recognized in the audience on his 90th birthday. He was a long time SILL guest host and had ties to the originator of Music Monday, June LeBell. Video on demand for Music Monday will not be offered in 2024.

Venice Operations: Craig Kennedy reported the sound issue at the Venice Community Center has been resolved.

LWR Operations: Richard Rose reported attendance at Lakewood Ranch is moving up toward the maximum of 290.

Technology and Website: Bob Germain reported that the weekly upcoming schedule eblasts are continuing. The process to qualify for Community Foundation matching gift program has been completed.

SILL Volunteers: Bob DeFillippi reported all venues are staffed with volunteers. The volunteer lunch will be on April 5th, at Chianti's, 3900 Clark Rd. Susan Hook noted that as of today 36 volunteers have accepted.

SILL CD/FDs: Nancy Cabral projected about 200 recordings will be sold, majority are flash drives. Additional full season orders are expected.

SILL Select: Susan Hook reported contracting with Plymouth Harbor to show the last few weeks of Tuesday/Wednesday Global Issues VOD series.

Long Range Planning: Richard Rose reported that feedback documents from board members have been

received. A facilitator has been secured for the April 20th planning meeting. The meeting will start at 10 am at the Arts Center building.

New Business

Bob Barylski noted that as part of the contract with the Arts Building, all future board meetings will start at 3:00 pm, day will still be 2nd Wednesday of the month.

The meeting was adjourned at 3:55 pm.

The next board meeting will at the Arts Building on Wednesday April 12th at 3:00 pm.

Bob Germain, Secretary

**Sarasota Institute for Lifetime Learning
November 8, 2023 Board Meeting Minutes**

Board Members: Bob Barylski, Karen Brown, Mike Boorstein, Adrienne Cipolla, Beth Cotner, Bob DeFillippi, Jane DeFillippi, Bob Deutsch, Gordon Garrett, Bob Germain, Marshall Greenwald, Joe Holt, Susan Hook, Sue Lewis, Jerry Luhman, Teresa Morris, Jeff Olesen, Richard Rose, Ed Swan, Kathie Westpheling

Board Members Absent: Craig Kennedy, Bob Lieber, Betsy Traba

Adjuncts Present: Carmine Cipolla, Peter Huber, Michael Shackett, Jane Storm

The meeting was called to order at 3:00 pm by Bob Deutsch.

A quorum was present. The October Board Meeting minutes were approved.

Treasurer's Report: Marshall Greenwald reported SILL has \$1.355 million with Community Foundation. Up 5.5% from the beginning of the year thru September but down 3.6% from August. Checking account balance is \$28,900, Money Market \$45,500. Honorarium checks will be issued in 3 month batches. Annual conflict of interest form to be signed by board members in December.

Registrar's Report: Jerry Luhman noted that Tickets sales for 2024 series (live and VOD) are \$68,608 at the end of October 2023, vs 45,400 October 2022. A third credit card reader \$400 will be provided. Series tickets will be distributed the first week at all venues.

Global Issues: Beth Cotner reported all is on track for the 2024. Several board members are giving talks about SILL at local venues. Moving Parts spreadsheet coming.

Marketing: Gordon Garrett reported that we have the same marketing package with Herald-Tribune as last year. Full page ad in December and a front page banner. Marketing package with Gondolier and ads on WUSF and WSMR and in The Observer. A set of posters will be developed and printed.

Music Mondays: Joe Holt reported that the 2024 season is on track. Interview lined up on local ABC channel to promote SILL. The 2024 Music Monday season is dedicated to Bob Sherman.

Venice Operations: Bob Deutsch reported for Craig Kennedy that all is ready for the 2024 season.

LWR Operations: Teresa Morris reported that an article she authored is appearing in Stroll

Technology and Website: Bob Germain reported that the trifold has been printed. The booklet has been printed and will be mailed next week. The flyer is complete and being printed, available on Friday. Posters, Sarasota 10, Venice 10, Lakewood Ranch 5 have been delivered

SILL Volunteers: Bob DeFillippi reported 4 new volunteers have been added. Badges will be ordered for new Adjuncts and board member.

SILL CD/FDs: No report.

SILL Select: Susan Hook reported a new venue Glenridge.

Long Range Planning: Teresa Morris reported that a new survey is being designed.

The meeting was adjourned at 4:25 pm.

The next board meeting will be lunch at the Field Club on Wednesday December 13th at 10:30 pm.

Bob Germain, Secretary

**Sarasota Institute for Lifetime Learning
December 13, 2023 Board Meeting Minutes**

Board Members: Bob Barylski, Karen Brown, Mike Boorstein, Adrienne Cipolla, Beth Cotner, Bob DeFillippi, Jane DeFillippi, Bob Deutsch, Gordon Garrett, Bob Germain, Marshall Greenwald, Joe Holt, Susan Hook, Craig Kennedy, Sue Lewis, Bob Lieber, Jerry Luhman, Teresa Morris, Jeff Olesen, Richard Rose, Ed Swan,

Board Members Absent: Betsy Traba, Kathie Westpheling

Adjuncts Present: Carmine Cipolla, Peter Huber, Michael Shacket

The meeting was called to order at 10:30 pm by Bob Deutsch.

A quorum was present. The November Board Meeting minutes were approved.

Treasurer's Report: Marshall Greenwald reported SILL has \$1.33 million with Community Foundation. Checking account balance is \$75,400, Money Market \$30,576.

Registrar's Report: Jerry Luhman noted that Tickets sales for 2024 series \$85,000 at the end of November 2023, vs 64,000 November 2022. Series tickets will be distributed the first week at all venues. Survey data: How did you hear about us 66% returning member; 21% friends/family.

Global Issues: Beth Cotner reported all is on track for the 2024. A signup sheet for host/moderators has been distributed. There are 12 new speakers this year.

Marketing: Gordon Garrett reported that we have full page ads in Herald-Tribune and Venice Gondolier.

Music Mondays: Joe Holt reported Su Byron published a good article on Music Monday. There was a price increase for audio/visual at Church of the Palms. SILL talks being given to several outside groups for both Global Issues and Music.

Venice Operations: Craig Kennedy reported that all is ready for the 2024 season.

LWR Operations: Teresa Morris reported that there will be a big increase in capacity at Cornerstone Church in 2025.

Technology and Website: Bob Germain reported that there is a new Volunteer Application form available on the website.

SILL Volunteers: Bob DeFillippi reported badges will be ordered for new Adjuncts and board member.

SILL CD/FDs: No report.

SILL Select: No report.

Long Range Planning: Teresa Morris reported that a new survey is being designed.

The meeting was adjourned at 4:10 pm.

The next board meeting will be at the Arts Building on Wednesday January 10th at 3:00 pm.

Bob Germain, Secretary