

PLATO Board of Directors Meeting Approved Minutes

December 9, 2022 9:30 a.m. via Google Meet

Present: Kathy Brown, Kathie Burman, Alan Capelle, Sue Ellingson, Patricia Herrling, Mike Kernats, Scott Kolar, Hedy Lukas, Rod McKenzie, MaryJo MacSwain, Jack Mitchell, Tim Otis, Stephanie Steigerwaldt

Approval of October 14, 2022 Board Minutes – Minutes were approved.

Committee Updates:

1. **Treasurer's Report** – The contract with Louise Fowler was discussed in point 5 under Ad Hoc Committees.
 - o **Curriculum** – Winter & Spring Courses Kathie Burman reported. We have 6 courses for the winter, which is up 2 from last winter. Spring 2023 there are 32 courses. 16 are in-person, 14 are virtual and 2 are hybrid. This is down 8 courses since last Spring. Spring enrollment starts January 24th. There will be an evening course this Spring, which is the first time this has been offered. It is a course discussing opinion pieces from the New York Times. There was discussion of what we can do to make people more comfortable being course coordinators. Perhaps encouraging people to be coordinators by giving them a contact person as a mentor. Also maybe talking about being a coordinator in the mass email before Fall and Spring courses begin, emphasizing support and opportunities for learning about being a coordinator.
2. **Fund Development – Education Fund Fall 2022 Campaign** – Tim Otis reported that the Fall campaign has had 48 donors since July 1st. Over \$15,000 has been donated so far. There will be a speaker from DCS at the January Fund meeting, about a new project sponsored by Odyssey that may be of interest to PLATO.
3. **Membership & Communication Committee** – Hedy reported for the committee.
 - o **Survey Results** – There were over 1,000 surveys sent out. 390 responses were received. 51% of the respondents have been PLATO members for over 6 years. In 2020-2021 there were no surveys. So this survey is using 2018-2019 data as comparisons. The response rate was down from 48% in 2018-2019 to 37.5% currently. Our satisfaction rate remains stable at 8.4 out of 10 satisfaction rating. Most responded that they saw no improvement needed or wanted more trips. Some wanted more courses, with an even divide between in-person or virtual. What do members like best? 81% like participating with a variety of people. Next was the value of continuing education. There were many other results from this survey which have all been shared with the relevant committees. Currently we are down almost 300 members which is of some concern and something to be monitored. Other ideas for encouraging coordinators were discussed and will be considered by the Curriculum committee.
 - o **Social Media – Better Utilization of Facebook** – This is one of the most used media by our members and is under-utilized currently. Issues of privacy and administration were of concern. PLATO had limited how Facebook could be used and people could not “follow” or comment on our page. The committee is now asking the Board for permission to more fully take advantage of all the Facebook options. They will be looking at all the issues involved in doing this and bringing it back to the Board for discussion. The goal would be to expand information about PLATO. **A motion was made to allow the committee to explore Facebook options. The motion was passed enthusiastically.**

AD Hoc Committees / Other:

1. PLATO Policy Sub-Committee Update by Kathy Brown, Mike Kernats, and Cheema
Mike talked about the Fund Development policies. It had currently said the fund would be self-funded. It was felt an explanation of the general responsibilities of this committee should be included to better understand how PLATO and the University work together. This has been shared with the Board. **A motion was made to approve the revised language of this policy. The motion was approved.**

Kathy discussed the SEC policies revision. There were lots of changes to SEC policies right before the pandemic. Scott Kolar was involved in this and this was handed over to Cheema. Cheema worked closely with the chair of SEC. The key points to be shared are that committee level policies were separated from Board level policies. Also that there were built in checks and balances by the Board when needed. The revised policies also specifically authorized the Treasurer and Chair of SEC to cancel trips and built in a review of these policies every year. **Motion was made to approve policy revisions with the recommended changes discussed in this meeting. Motion passed.**

2. Diversity Committee
 - a. **VOTE** for the Diversity Awareness Committee to become a standing committee of the PLATO Board at the recommendation of the Executive Committee on 11-11-22. There was discussion about recommending this committee includes diversity of opinion as well as social justice issues. After discussion **a motion was made to approve the recommendation of the Executive Committee. Motion passed.**
3. Nominating Committee
 - a. Reminder: In January the Nominating Committee will start to form – so EC members need to consider if they want to continue to serve in their current leadership position. Also, Alan Capelle's term as a Director- at-Large will come to an end. Kathy talked about preparing for next June's election because the committee forms in January, 2023. Any suggestions are welcome. The slate will be presented to the Board at the April meeting.
4. The Agora Committee
 - a. The Agora Board, with the help of Stephanie Steigerwaldt and Dan Ekloff, announced the opening of submissions for Volume 8 of *The Agora* beginning this week. The documents for submissions were emailed to all PLATO members seeking submissions in poetry, nonfiction, fiction, and visual arts. The board will use a blind jury process to choose pieces for the print version to be published and mailed to all members Fall 2023. This year a Google form will be used to enter information about each submission, which will help streamline data entry.
5. On December 2, 2022, the EC passed a motion to extend an offer to Louise Fowler to bring her on again temporarily as a financial consultant to better support and train Stephanie regarding quarterly reporting tasks through FY23. Rod discussed how this additional contract will stay within the planned budget for administration.

Next Board Meeting: Friday, February 10, 2022 @ 9:30am.