

QUEST COUNCIL MEETING MAY 28, 2013

The meeting was called to order at 12 noon by President Michael Wellner. In attendance were council members Steven Allen, Marian Friedmann, Sandra Southwell, Carolyn McGuire, Wayne Cotter, Caroline Thompson and Beverly Francus. Council members June Dwyer, Marilyn Rosen, and Bob Moore were absent, as were Alessandra Benedicty, Liaison to CWE Dean, and Davi Saroop, CWE representative.

Michael began by welcoming the new council members, and also introduced two guests, members Howard Salik and Joe Nathan, who were there to address their perceived need for maintaining, and possibly increasing, our efforts in recruiting new members. Howard and Joe spent considerable time giving council the history of Quest membership, past membership initiatives, and the results of those efforts. They emphasized that the concept of spending to invest for the future of Quest must be understood. At one time in the not-too-distant past, Quest had only 99 members, and was losing money. A drive for donations was made then, in an attempt to ease the situation. Members at that time voluntarily contributed an estimated \$10,000, which was a major help. In contrast, today we currently have 203 paid members; that, with reduced "Q Review" expenses, the result of a generous bequest, we are in a vastly improved financial position.

A spirited discussion ensued, focused on the concept of an Open House, whether we need to hold one, if so -- when to hold it, and how to advertise and promote it. The last open house yielded 15 new members, and was held prior to a substantial number of former Osher members joining Quest. Howard and Joe reported that \$45,000 was earmarked for spending in this past major effort, with only \$30,000 to \$32,000 actually used for zip code mailings, paid ads in local papers and other initiatives such as flyers, bookmarks, canvas bags, information placed in libraries, laundry rooms and the Open House. Except for the Open House, these efforts failed create interest or yield any new members.

Given the past experience with membership outreach and today's more varied and sophisticated methods of advertising and public relations, Howard and Joe made a strong appeal in favor of the hiring a professional to manage a future drive and the approval of as much as \$45,000 towards that effort. Both agreed that it is not possible to approach professionals without a budget commitment for such a project. They said that the first thing that the agency or individual will want to know is what the budget is.

Council members expressed a variety of opinions in support and in opposition to the idea of employing an advertising agency and spending as much as \$45,000. A request for \$45,000 targeted for advertising and recruitment was proposed by Joe, Howard and the promotion committee. Council will explore the request. Steven Allen strongly urged the council to continue current activities that have proved successful as shown by the more than 200 current members.

Michael and others agreed that an **Advertising and Promotion Committee** be set up comprised of three Quest members, including Howard, Joe, and a member to be named later. All aspects of advertising and public relations should be investigated including media buying, use of social networks such as LinkedIn, Twitter, Facebook and such, clearly the way of the future for many. The committee will report to the president each week on progress. Elena Romero at CUNY has been helpful with networking information and is willing to assist us in this effort.

Joe Nathan reiterated his belief that Quest must have an advertising budget as a line item. Steve and Joe also responded to the continuing need that we have to get new members and presenters at Quest, by saying that it is difficult to determine who will be a good presenter solely from the membership interview.

Reflecting on the past when membership at Quest was (artificially) limited, the notion of establishing a membership waiting list would not receive support from Steve Allen, because he feels it may only serve to discourage interest, and turn away good potential members. He supports the desire to achieve 225 members during 2013/2014 and believes that continuing our present marketing (relying mainly on existing members bringing in their "friends and relatives") is the best way to continue our recruitment efforts. Joe Nathan said that it did not work in the past, and re-emphasized the need for Quest's web site being "easy to find." Quest member, Chet Kane has expertise in this area and will help in that effort. Council member Beverly Francus made a motion to establish an advertising and promotion committee of three people, giving advertising agencies our planned budget allowance information, and having a goal of helping Quest reach a membership of 225 next year. Steven Allen suggested the omission of the advertising agency from the motion. The motion passed unanimously with the change.

Michael Wellner reported that the article about Quest scheduled to appear in the CUNY alumni newsletter was not printed, but instead is on line on their web page.

Next, Caroline Thompson gave the treasurer's report describing a new Excel spreadsheet that Steven Allen has created for us. It will assist us in keeping track of all our expenses. She reported that we are in excellent financial shape, and that all current bills have been paid. Our "rainy day" and operating funds are being built up as the result of added membership dues and the \$50,000 gift from a former member

Steven Allen reported that we are working on changes to the Quest website, that will give us far greater control over the site, separate from the constraints of the CUNY site. Sandra Southwell made a motion to approve the recommended changes. Motion received unanimous approval by council.

An increase in salary for Eneida Cruz was proposed by Michael, noting that her salary has not changed since 2009. Sandra Southwell did some research and -- given the cost of living increases since that time --- she recommended an increase in Eneida's salary to \$17.50 per hour. The motion was approved unanimously.

Michael Wellner reported that repairs were made to address ~~room to room~~ problems with the hearing loop. That should conclude the installation process, although we will continue to monitor its use and functionality.

Next, Michael raised the issue of the \$100 fee for the summer session, and its credit to the full year \$500 fee for anyone who becomes a new summer member and then elects to continue for the full year following. A motion was made by Michael to credit that \$100 new member summer fee to the yearly \$500.00 fee for those who continue on to annual membership in the fall. It passed by a vote of 7-0, with one abstention.

Steven Allen was thanked for his creation of a spread sheet that will detail expenses for the past 2 years and facilitate the creation of a budget for Quest.

Michael announced a change in our reimbursement policy, that will reimburse all members' expenses directly from our account, which will then be reimbursed by CCNY. This will assure that individual members will no longer have to wait for CCNY to be reimbursed. It will also allow us to maintain far better control on all pending reimbursement requests submitted to CCNY. The previous method was cumbersome with long time delays.

It was agreed by all that the names of Quest committees and members be emailed to the membership.

The next meeting will be on July 9 in the conference room at 12:30. There is no meeting in August.

The meeting was adjourned at 1:35pm

Respectfully submitted,
Marian Friedmann

QUEST COUNCIL MEETING JULY 9, 2013

The meeting was called to order at 12:30 by President Michael Wellner. In attendance were council members Steven Allen, Marian Friedmann, Sandra Southwell, Carolyn McGuire, Wayne Cotter, Caroline Thompson, June Dwyer, Bob Moore and Beverly Francus. Marilyn Rosen, Alessandra Benedicty, CWE's Liaison to Quest, and Davi Saroop, CWE's Administrative Services Coordinator, were absent.

The minutes of the May 28, 2013 meeting were accepted with corrections. Beverly Francus proposed and council voted to make the minutes available by email. As soon as is practical after the Council approves the minutes from the previous meeting, these minutes will be emailed to all members and will also be posted on the Quest blog.

Caroline Thompson gave the treasurer's report, which indicated that we are in excellent financial shape, mainly the result of increased membership (we finished the year with just over 200 members) and some reduced expenditures (mainly for Q-Review, whose costs are covered by a specific bequest from Henrietta Levner.

Caroline also reported on a new procedure that will allow our members to be reimbursed directly from our own checking account, without having to wait for CCNY, for approved expenses they have incurred on Quest's behalf. She also gave a thank you to Steven Allen for the creation of a new spread sheet detailing Quest expenditures by category that will allow much easier budget preparation and expense tracking.

Bills for membership renewal for the 2013-14 academic years have been sent. To date 75 renewal checks have been received and 6 current members are not returning for variety of reasons from health to relocation.

Michael Wellner presented a draft of a proposed Quest budget for 2013-2014. A discussion followed, that included suggestions that funds that we expend (\$2500) for the CWE scholarship that we award each year be added, and that the cost of Q review be included. Income should reflect not only membership fees, but also bequests and gifts, as well as the rent that we pay to CCNY. Michael & Caroline will meet with Dean Mercado next month to negotiate next year's rent. A consolidated and revised budget to include all income categories will be presented at the September meeting.

Michael raised the issue of the effects of not having morning coffee available in the Summer Session. Since members and potential new members (who may be visiting in the summer) don't have the opportunity to "schmooze," this may be one of the reasons that so few summer visitors come back for the year long program. We all believe the opportunity to socialize is an essential complement to the learning component of Quest.

Michael reported on the work of the advertising and public relations committee. He noted that Joe Nathan is a strong advocate of allocating money in our budget for a program aimed at attracting new members. The question remains how much to spend.

Chet Kane, Steve Allen and others feel that a more critical issue is to assure that our web site is more easily found when using Google (or similar) searches. Chet is convinced that this can be accomplished for an expenditure of \$5,000 or so. Overall, the Council feels that spending as much as \$45,000 on an advertising and/or Public Relations campaign should only be done after an analysis of the number of members that we have shortly after the start of the 2013-2014 Academic Year. Michael reminded everyone that our current membership goal is 225 people.

Caroline Thompson recommended that Quest should begin to reach out to minorities, thus making Quest's membership more diverse. She noted that reaching out with a personal touch works. It was suggested that the dean might lead us to Latino resources and Randy Holmes might provide a list of black organizations for potential members.

Steve Allen commented on Quest's marketing efforts. It was suggested that we approach CCNY requesting the assistance of a student majoring in marketing posing the question, how would you market Quest? Next, Sandra Southwell suggested that we ask the dean for his recommendations of a student or faculty member who might be suitable.

A suggestion was made to use a story written by Wayne Cotter and Hilda Feinstein about our member David Robinson as a public relations piece submitting it as a press release to both the local free newspapers as well as to the New York Times, for possible inclusion in the retirement special section. Wayne Cotter is spearheading that effort.

Michael announced that the upcoming Quest trip to Ireland, with a group of 15 will be leaving on July 26. A trip to Cuba is planned for January 2014 as is a cruise to the Caribbean. Interested members should contact Sylvia Berg.

Finally, Michael reminded everyone that classes will resume on Monday September 9th, and our next Council meeting will be held then at the usual 2:30 PM.

After good wishes to all for a wonderful summer holiday, the meeting was adjourned at 2:30 P.M.

Respectfully submitted,

Marian Friedmann
Secretary

QUEST COUNCIL MEETING SEPTEMBER 9, 2013

The meeting was called to order at 2:40 by President Michael Wellner. In attendance were council members Steven Allen, Marian Friedmann, Sandra Southwell, Carolyn McGuire, Wayne Cotter, Caroline Thompson, June Dwyer, Bob Moore and Marilyn Rosen. Beverly Francus, Alessandra Benedicty, CWE's Liaison to Quest, and Davi Saroop, CWE's Administrative Services Coordinator, were absent.

It was moved to accept the minutes of the July 9, 2013 meeting with corrections. Corrected minutes will be sent to Steven Allen tonight for posting on the Quest blog as well as emailed to Quest members.

The dates for future Quest Council meetings were set. They will be Monday, October 7, Monday, November 4, Monday, December 2, Monday, February 3, 2014, Monday, March 3, 2014, Monday, April 7, 2014, and Monday, May 5, 2014 at 2:30pm. Summer meetings, Tuesday, June 3, 2014 and Tuesday, July 8, 2014 will meet at 12:30pm. The first fall meeting will be September 8, 2014, at 2:30, the first day of Quest classes.

Michael Wellner reported that to date we have 183 paid or will pay members. That is 10 more than at the same time last year. Additionally we have several prospective members visiting, or planning to visit.

Marilyn Rosen raised the question of the 225 goal. She asked if 225 is good why not 250 and beyond? She expressed concern about a change in the basic nature, style and tone of the Quest organization and its intimate nature. Michael responded by noting we need to address attrition and have a flexible goal while keeping Marilyn's concerns in mind. He agreed it is important to be attentive to crowding in the lunchroom, but that problem seems to be addressed with the small meeting groups that are springing up at lunch time. He reiterated that the current goal is 225 and we will stop there to review the situation. June Dwyer said we should be attentive and responsive to changes. Sandra Southwell concurred.

Michael reminded us that we must make sure that new members are integrated into the group and feel welcome. Caroline Thompson added that the Freshman Class runs for a year or as long as a member finds it useful. It is a major asset in integrating new members and having them learn more about the program. Steven Allen said we do not need huge numbers of new members right now, but would be supportive of a modest marketing effort. Word of mouth is still the best way to find people he said. Michael added that although we want to have members who participate we cannot know who

will be productive and contribute until they are members and we should not make it a condition of membership. He continued to note we are strong on retention, but should continue to bring in new people to insure vibrancy in the organization and maintain our desired numbers. He added that we can always create a waiting list if necessary.

Caroline Thompson gave the treasurer's report, which indicated that we are in excellent financial shape. She noted that we have already taken in enough income to cover all our expenses for the year and can anticipate a surplus as we again reach our enrollment goals.

A report on the very successful July trip to Ireland was made by Carolyn McGuire. She noted 12 Quest members and 1 friend of a Quest member traveled together for an outstanding mixture of sun, rain, touring, and museum and bar hopping, dining, shopping, beer tasting and Irish coffee drinking. Carolyn and Betty Farber will do a story on the trip for the Q News. Carolyn announced she would explore a trip in May 2014 to the Shaw Festival in Canada.

Michael reminded all that there is still time to sign up for the January trips. Questers are going to Cuba and on a Caribbean Cruise. A reminder email will go out to all members. Sylvia Berg is the contact person for both trips.

Steven Allen reported on the existence now of 4 Quest websites and described their current state. The first has a link from CCNY; however we do not maintain it. The second site is under our control and is relatively easy for us to change. The third is the Quest Blog. It contains members' photos and some presentations. Members have to sign in using their password. The fourth and last is the new marketing website, which is hard to find at the moment. It is a work in progress and should be easier to find with the assistance of S.E.O., Search Engine Optimization, utilizing a variety of search terms.

Michael Wellner gave an update on our public relation efforts. He met with the committee, Howard Salik, Leslie Goldman and Joe Nathan. They are working to get more press for Quest. The efforts are on hold until spring.

Michael plans to meet with Alessandra Benedicty to see if and how members of Quest can be involved in the mentoring of CWE students.

Michael spoke about our continuing efforts to create more diversity at Quest. Quest member Randy Holmes will be working with Michael reviewing some 30 Black fraternities for involvement in an outreach program. Marilyn Rosen, the membership committee and Beverly Francus will work with Michael and Randy on the best way to approach the groups.

June Dwyer suggested we also explore a Latino outreach. All agreed that increasing diversity is a positive direction for Quest. She additionally noted that the posting of

Quest Council minutes was well received by members as was the rearranging of the tables in the lunchroom in a more congenial manner. She also urged having Quest committee chairs report to council on their work and work in progress.

Michael Wellner presented a revised Quest budget for 2013-2014 reflecting additions suggested at the July 9, 2013 meeting. All voted in favor of passage.

The next meeting will be October 7, 2013 at 2:30 in the 7th floor conference room.

The meeting was adjourned at 4:00 P.M.

Respectfully submitted,

Marian Friedmann
Secretary

QUEST COUNCIL MEETING OCTOBER 7, 2013

The meeting was called to order at 2:30 by President Michael Wellner. In attendance were council members Steven Allen, Marian Friedmann, Sandra Southwell, Carolyn McGuire, Wayne Cotter, Caroline Thompson, June Dwyer, Bob Moore, Marilyn Rosen and Beverly Francus. Alessandra Benedicty, CWE's Liaison to Quest, and Davi Saroop, CWE's Administrative Services Coordinator, were absent.

Michael Wellner welcomed Quest members Frieda Lipp, June Dwyer and John Hood who joined the meeting to present reports from the Scheduling, Curriculum, Membership and committees.

Frieda Lipp, Chair of the scheduling committee, reported that classes with large attendance are being held in the auditorium and coordinators are happy with the move. The schedule for spring is in preliminary form and will be delivered to Carolyn McGuire in early November. To ensure the best possible schedule, face to face meetings with coordinators are being held. Most meetings have already taken place. Michael Wellner complimented the committee on a job well done. He noted that a full or reasonably full classroom is the goal and good scheduling helps reach that end. Prior to the publication of the schedule, Steven Allen will send an email to coordinators via Constant Contact for input re auditorium vs. classroom and days of availability.

John Hood reported for Pam Gemelli, Chair of the membership committee. He said we are in sight of reaching 200 members this fall with 22 new members to date, some less than 60 years of age. In response to questions, 15 new members said they heard about Quest from friends, 5 from the internet. There does seem to be an uptick in the number of people who report that they found us on-line.

It was suggested that a membership representative attend "freshman class" meetings. Caroline Thompson noted they are welcome, but it is important to keep the class small and with an intimate feeling.

A discussion followed about what computer skills new members should have and should computer skills be a requirement for membership. Steve Allen said it should be an important part of the interview process to advise applicants that Quest communicates with members via email. At this time only 4 of Quest members do not have email and it is their responsibility to obtain the weekly class schedules that are sent to all members by e-mail.

Sandra Southwell said she has given many one-on-one computer tutorials, and has made "house calls" as well. Caroline said she agreed that all new members should at least have email skills.

June Dwyer, Chair of the curriculum committee, reported that minutes are now being kept of their meetings. A new form has been created to better serve the needs of members proposing new courses. It will help coordinators focus their ideas and help ensure stimulating courses. 5 courses are ending and 5 new are starting for the spring. Courses that are ending are Jazz, Irish American literature, Between the Wars, The Contenders and Proust. The new courses are: James Joyce - Ulysses, Literature and War, Political Parties, American Dreams and American Nightmares, and The Big Picture: Magazine and Newspaper articles. 2 new courses are already approved for fall 2014. Others are working their way through the process.

"Lunch and Learn" is proving a great success. Attendance is growing. Steven Allen is serving as "gate keeper" of "L and L" with an experimental philosophy, making it different from scheduled classes. "L and L", unlike regularly scheduled classes, is not under the direct control of the Curriculum Committee, but Steve will periodically review any issues that arise with the Committee.

(To accommodate committee presentations, the regular meeting began after the reports)

Marian Friedmann presented the minutes of the September 9, 2013 meeting. A motion was made and passed to accept the minutes with corrections.

Caroline Thompson gave the Treasurer's report. She said the key thing is to watch how much we spend in light of how much we budget. She also noted that her records indicate 196 paid members. She said that although the Q Review was paid for in the next 5 years as the result of a bequest, it will be a line item in the budget as a credit and then a debit.

Wayne Cotter said he is trying to reduce Q review expenses. One way will be to get a printer who can handle camera ready copy. Wayne and Michael Wellner will explore this initiative.

Michael Wellner announced plans for the Holiday Party. It will be held December 11, 2013 from noon to 2:30 in the lunchroom. Sandra Southwell and Carolyn McGuire will work with the party committee on a more upscale and expanded menu and report to council at the next meeting on anticipated expenses. Sandy Gordon will be advised as this is a Wednesday afternoon "B" week and a guest speaker has been booked for this date.

Michael shared the letter he has written with Randy Holmes to black fraternities as part of our membership outreach. Caroline Thompson thought the letter should include a greater breadth of courses adding literature especially. It should also be limited to one page. The letter will be going out in the near future.

Steven Allen reported that the internal web site (questmembers.org) was working well and although the new marketing web site looked good, it is still hard to find. He continued explaining that our web former page, which we are no longer actively using, is a subpage to City College as questonline.org. City College has made it difficult for anyone who does find questonline.org to be redirected to our current webpage. Alessandra is concerned about this situation and will discuss it with the dean. Steve added that we will need new business cards as they now say Questonline.org and we want prospects to go directly to the new marketing web site. The new name is being worked on with the web consultant. New search terms are an important aid getting onto the first search page. As we cannot compete with the "big guys" in continuing education we have to find ideas and words that work for our niche. The process is known as search engine optimization, and our consultant is helping to guide us in ensuring that our site is more easily found. And, he noted that at some time in the future, we will have to consider joining social media (facebook, twitter, etc.) as well.

Michael reported that Quest will participate again this year in the Liz Krueger Senior Fair to be held on October 17th at Temple Emanuel. Five Quest members will participate handing out literature and chatting with people at our information table.

Carolyn McGuire reported on the upcoming Shaw Festival trip. 13 members have showed interest to date. It is estimated at this time that the trip will cost \$1425 for 4 nights. The trip includes 4/5 plays, breakfast daily, airport transportation and accommodations at the Prince of Wales hotel, one of the best. The dates are June 3-7 2014. A flyer will be available soon with more information such as the refund policy. There is no maximum number of participants. It is important to get deposits to hold the block of rooms.

Beverly Francus questioned whether we should consider a semi-annual memorial service for deceased members rather than the individual mode that it is now the custom. The council agreed that the current individual memorials should continue.

Steven Allen added some last points. He reported the positive reaction to the new position of tables in the lunchroom and that people are volunteering to move and set the tables back up to the original position. A note will be put in the email schedule asking for additional assistance.

Michael announced the upcoming semi-annual general meeting, November 13, 2013. On the agenda will be training sessions, curriculum committee reports, new course presentations by coordinators and Steven Allen discussing the new web site. Other

topics may be added. Steve added that the bylaws committee will meet on Tuesday October 8th and will soon be ready make a presentation to council.

The meeting was adjourned at 3:45 P.M.

Respectfully submitted,

Marian Friedmann
Secretary

QUEST COUNCIL MEETING NOVEMBER 4, 2013

The meeting was called to order at 12:05 by President Michael Wellner. In attendance were council members Steven Allen, Marian Friedmann, Sandra Southwell, Carolyn McGuire, Wayne Cotter, Caroline Thompson, June Dwyer, Bob Moore, Marilyn Rosen and Beverly Francus. Alessandra Benedicty, CWE's Liaison to Quest, and Davi Saroop, CWE's Administrative Services Coordinator, were absent.

Marian Friedmann presented the minutes of the October 7, 2013 meeting. A motion was made and passed to accept the minutes with corrections.

Caroline Thompson gave the Treasurer's report. She noted that her records indicate 195 paid members.

Sandra Southwell made a motion to increase the budget for the Year End Holiday Party and other special events, to include occasional Quest memorial services. As she suggested, the Council voted an increase to \$2,000 for this purpose. Sandra also reported that an enhanced menu for the Holiday Party had been chosen and should be well received.

Three cases of wine have been donated to Quest by the family of the late Isidore Schwartzman. This will be used at the Holiday Party, and such other occasions as the Council may deem appropriate.

Council thanked Bob Reiss for idea to have Quest purchase a new wireless PA system for use in all of our classrooms. That system is here and has already been used in a few classes; good show!

Michael Wellner announced that the bylaws committee was preparing to make a presentation to the Council with proposed changes highlighted. Steven Allen noted that some of the items needing to be spelled out in detail were:

1. Resignations from the Council
2. How are the by-laws to be amended?

Copies of the bylaws with proposed changes will be distributed to Quest members prior to presentation at the spring membership meeting.

June Dwyer reported that 5 courses will be new for the spring session and 5 will be ending. The new courses will be presented by the coordinators at the fall general membership meeting.

Michael announced the addition of double rooms 15 and 17, for our use in the fall of 2013.

Wayne Cotter was thanked for his help with new methods and printing sources for the Q Review. He reported reviewing 3 bids and expects that Quest will experience a considerable saving using a new process and printer.

Marilyn Rosen asked about "mark-ups" added to Quest trips. A discussion followed. A motion was made and passed that no "mark-ups" be added to trips, with 1 no, and 1 abstention vote.

Michael reported that our regular daily attendance at Quest is about 40% of our total members or somewhere around 75 or 80 people each day. Steve added that he observed an increase in attendance this term, often in the discussion classes. Sandra saw no problem with classroom capacity at this time. Wayne suggested that we begin to take attendance on a daily basis in each class, and Michael will arrange for Eneida to that. He will then post this to a spreadsheet that will be distributed to the Council at each meeting.

The meeting was adjourned at 1 P.M.

Respectfully submitted,

Marian Friedmann
Secretary

QUEST COUNCIL MEETING MINUTES DECEMBER 2, 2013

The meeting was called to order at 2:30 by President Michael Wellner. In attendance were council members Steven Allen, Wayne Cotter, June Dwyer, Beverly Francus, Marian Friedmann, Carolyn McGuire, Bob Moore, Marilyn Rosen, Sandra Southwell, and Caroline Thompson. Alessandra Benedicty, CWE Liaison to Quest and Davi Saroop, CWE Administrative Services Coordinator, were absent.

Marian Friedmann presented the minutes of the November 4, 2013 meeting. A motion was made and passed to accept the minutes with corrections.

Caroline Thompson gave the Treasurer's report. She noted that her records indicate 195 paid members and that we are in good financial shape.

Quest has received \$1,500 in donations from Quest members and others in memory of Quest member David Robinson's wife Nan.

Michael Wellner asked all Council members to review the proposed bylaws changes submitted by the bylaws subcommittee before the next meeting, so that the council may review and discuss them at the next meeting on scheduled for February 3, 2014.

Steven Allen asked how the meeting would be structured and how we would prepare for the presentation of changes to the general membership. Michael replied that the Council would first discuss the suggested changes at the next council meeting in February after we have studied them. The bylaws committee would then be invited to the council's meeting in March for further information and clarification if necessary and the proposed changes would be circulated to the membership for a vote at the April General Membership meeting.

The Quest Holiday Party will be held on December 11 at noon in the lunchroom. A full lunch complete with wine and desserts will be served. The Q News will be distributed at the party.

The Council members have been invited to the CWE Holiday Social, December 16th from 6 to 9 pm here at 25 Broadway. Michael urged all to attend.

Sandra Southwell made a Tech Committee report. The committee has made 10 to 15 home visits this term to train members who need help from scratch, several short sessions of 5 to 15 minutes at Quest for members with just a few problems. Help setting up for presentations is provided as needed. She noted that problems arise from time to time because some home computers have old programs and systems that are not compatible with the equipment at Quest. Sandra expects that some new members may need what she sees as "quick and dirty" sessions, as they may be more likely to have

more up to date computers and computer skills. Much of the help she has and expects to give will involve internet research, and Microsoft Word and PowerPoint programs.

The Tech Committee members are: Sandra Southwell, Steven Allen, Rob Reiss, Michael Wellner and Howard Salik.

Carolyn McGuire reported 11 Quest members are planning to travel with her to attend the Shaw Festival this summer. There is limited interest in a second trip to Ireland in July, but that might change with additional advertising.

Caroline Thompson talked about the Freshman Class Program. Of the 20 new members, 10 - 12 attend the program on a given day. She will bring up the "Survey Form" to those who may not have submitted one and is looking forward to the future with the class.

Steven Allen reported that there have been some spectacular presentations by new members noting that we need to encourage people to try. Bob Moore suggested that "pairing" might be a technique that works getting presenters to come forward.

Wayne & Michael reported that the next issue of the *Q Review* is moving forward with a new printer, and an updated graphic design.

The use of iPads and other hand held devices being used during presentations is a frequent problem as it is a distraction and disrespectful to the presenter as well as other members of the class. There was a discussion on how to deal with the situation, and members agreed that one-on-one contact with offenders is preferred, rather than sending email reminders to all members, which are often seen as insulting and juvenile.

Before the meeting concluded, Michael asked all Council members to make any comments they wished in an around-the-room-format. Bob Moore expressed interest in the Quest Blog. Steven Allen said the blog had not experienced a lot of activity, but thought it might in the future as members become more accustomed to "blogging." He reminded members that the Blog is accessed at the address: questny.org, using "questmember" as the user id and "25broadway" as the password. Members can also contact him regarding Quest invite.

The next meeting will be held on February 3, 2014, at 2:30 P.M.

The meeting was adjourned at 3:30 P.M.

Respectfully submitted,

Marian Friedmann
Secretary

QUEST COUNCIL MEETING MINUTES FEBRUARY 3, 2014

The meeting was called to order at 2:30 by President Michael Wellner. In attendance were council members Steven Allen, Wayne Cotter, June Dwyer, Beverly Francus, Marian Friedmann, Carolyn McGuire, Bob Moore, Marilyn Rosen, Sandra Southwell, and Caroline Thompson. Alessandra Benedicty, CWE Liaison to Quest and Davi Saroop, CWE Administrative Services Coordinator, were absent.

Marian Friedmann presented the minutes of the December 2, 2013 meeting. A motion was made and passed to accept the minutes with corrections.

Caroline Thompson gave the Treasurer's report. She noted that her records indicate 200 paid members and that we are in good financial shape.

Marilyn raised a question about the role of the presenter and the course coordinator/s in the matter of submitting material for next week at Quest and other matters. She wanted clarification on who has the right to edit the title and monitor the class material. It was noted that the Handbook and Guide for coordinators places responsibility for the course title, content and next week information in the hands of the coordinator.

Marilyn also conveyed the feeling to Council of some Quest members that Quest is run by a select few. Is it a reality or is it a misperception? She asked the question, "How many committees can a Council member or Quest member serve on"? The answer is that there is no policy in the by-laws and at the moment only one Council member serves on a standing committee. Class sessions, workshops, and Lunch and Learn are not considered committees.

An in-depth examination and discussion of suggested changes to the Quest by-laws followed. Clarification of conflicting language was deemed necessary as well as correction of typos, grammatical errors and inconsistent language in several areas. Steven Allen volunteered to take on the task of incorporating the changes and corrections made by council, the inclusion of a conflict of interest clause, and will distribute a new draft to council members for study and comment prior to the meeting with the by-laws Committee scheduled for the next council meeting.

Bob Hartmann and Doreen DeMartini will represent the by-laws committee at the meeting. It is expected that the changes will be ready for the membership to review and discuss prior to the vote to approve which will take place at the General Membership meeting on April 9, 2014

Attendance in classes this spring is being collected and tabulated by Eneida Cruz, our office manager. The data will be valuable to the scheduling and curriculum committees.

The next council meeting is March 3, 2012 at 2:30 in the Conference Room.

The meeting adjourned at 4:30pm

Respectfully submitted,

Marian Friedmann

Secretary

QUEST COUNCIL MEETING MINUTES MARCH 3, 2014

The meeting was called to order at 2:30 P.M. by President Michael Wellner. In attendance were council members Steven Allen, Wayne Cotter, June Dwyer, Beverly Francus, Marian Friedmann, Carolyn McGuire, and Bob Moore. Council members Marilyn Rosen, Sandra Southwell and Caroline Thompson, and Alessandra Benedicty, CWE Liaison to Quest and Davi Saroop, CWE Administrative Services Coordinator, were absent.

Marian Friedmann presented the minutes of the February 3, 2014 meeting. A motion was made and passed to accept the minutes with corrections.

The Treasurer's report was presented. We are in sound financial shape with 206 paid members. Recent bequests to Quest have been received in memory of Nan Robinson and Ralph Shapiro.

An indepth discussion and examination of recent suggested changes to the Quest bylaws was next led by Michael Wellner. Guests Bob Hartmann and Doreen DeMartini, representing the bylaws committee, attended by invitation. The discussion focused on the refinement of language and removal of redundant items. Steven Allen will put the material together and circulate it to the council and all Quest members in preparation for presentation and voting at the General Meeting on April 9, 2014 at 1:00 pm. The Quest Council is recommending approval of the changes to the general Quest membership.

Beverly Francus was chosen to represent the Council on the 2014 Nominating and Election Committee, in preparation for the May elections that will fill the upcoming vacancies on the Council.

There will be a memorial for Ralph Shapiro on Thursday March 6th at 2:45. Wine and cheese will be served.

There is a plan to add Quest member bios (with their approval) to the web site to create added interest for prospective members.

The year end luncheon will be held on Wednesday, May 14th, at noon, at the Battery Garden Restaurant. The Thursday date was already booked.

Dean Mercado has announced a CWE film festival and has asked for our support. More information will be forthcoming and will be discussed at the next council meeting, which is scheduled for Monday April 7, 2014 at 2:30 in the CWE 7th floor Conference Room.

The meeting adjourned at 4:35 p.m.

Respectfully submitted,

Marian

Marian Friedmann
Secretary

QUEST COUNCIL MEETING MINUTES APRIL 7, 2014

The meeting was called to order at 2:30 P.M. by President Michael Wellner. In attendance were council members Steven Allen, Wayne Cotter, June Dwyer, Beverly Francus, Marian Friedmann, Marilyn Rosen, Sandra Southwell and Caroline Thompson. Council members Carolyn McGuire and Bob Moore and Alessandra Benedicty, CWE Liaison to Quest and Davi Saroop, CWE Administrative Services Coordinator, were absent.

Marian Friedmann presented the minutes of the March 3, 2014 meeting. A motion was made and passed to accept the minutes with corrections.

A membership report noted 212 paid members. A brief discussion followed with some members concerned about our growth as well as how the facilities we occupy are being utilized. Other members viewed the growth as a healthy trend and are not overly concerned about placing a cap on membership. Michael reported that generally 60 members attend each morning and afternoon session and divide themselves among the course offerings in varying numbers rarely exceeding 25 or 30 in a class. Council will revisit the issue at the next meeting.

Caroline Thompson presented the treasurers report. We are in sound financial shape. A motion was made, seconded and passed to keep dues for the 2014-15 year at the same level as this year, \$500.00 per member. Members who wish to can review the Quest budget. It is available in the office.

Beverly Francus presented the Nominating and Election committee report. She announced the slate of candidates, consisting of three men and three women for the three "at large positions," and the following unopposed candidates for the three vacant officer positions: Carolyn McGuire (Vice President); Ruth Kovner (Secretary); and John Sicree (Treasurer).

Steven Allen reported that the Bylaws, with final revisions, were ready for presentation at the General Meeting on Wednesday, April 9, 2014. This final revision will be sent to all Quest members in preparation for voting at the General Meeting. The Quest Council is recommending approval of the changes to the general Quest membership.

June Dwyer gave a Curriculum Committee report for the upcoming fall term program. She reported eight courses are ending this spring and one is going on hiatus (Domestic Affairs). Eight new courses begin in the fall and two are back from hiatus (The Acting Workshop and Jazz).

Summer Session is all set and it is an exceptional line up of courses. The Tech Committee is in place for summer support. And, for the first time there will be coffee service in the mornings before each summer class.

Steven Allen gave a website and communications report. Beginning immediately, we will stop using Constant Contact as our e-mail service for the Next Week at Quest (NWAQ) e-mails and we will now only use the G-mail system going forward.

Michael Wellner spoke about the program for the upcoming General Membership meeting. Among the highlights will be Lila Heilbrunn talking about the Emergency Action Review, a vote on the revised bylaws and the presentation of the new courses for the fall 2014 semester.

A discussion followed on how to best remember and honor deceased members and celebrate their lives. The topic was tabled for discussion at our next meeting.

Wayne Cotter asked if there was a plan to address school closings and make up days for missed classes that occurred due to bad weather. A discussion followed and a motion was made and passed unanimously that cancelled classes are cancelled, with no specific "make-up" dates on the calendar. It was mentioned that coordinators might adjust schedules of future presentations if that worked for their programs and presenters.

A motion was made and passed unanimously to donate \$1,000 to the upcoming CWE Dean's Film Festival.

The next council meeting is scheduled for Monday May 5, 2014 at 2:30pm.

The meeting adjourned at 4:55 p.m.

Respectfully submitted,

Marian

Marian Friedmann
Secretary

QUEST COUNCIL MEETING MINUTES MAY 5, 2014

The meeting was called to order at 2:40 P.M. by President Michael Wellner. In attendance were council members Steven Allen, Wayne Cotter, June Dwyer, Beverly Francus, Marian Friedmann, Carolyn McGuire, Bob Moore, Marilyn Rosen, Sandra Southwell and Caroline Thompson.

Marian Friedmann presented the minutes of the April 7, 2014 meeting. A motion was made and passed to accept the minutes. The minutes of the Quest General Membership meeting held April 9, 2014 and taken by Ruth Kovner in the absence of Marian Friedmann were also presented. A motion was made and passed to accept these General Membership meeting minutes.

Caroline Thompson presented the treasurer's report. We are in sound financial shape. A motion was made and passed to add a line item to the budget for the purpose of contributions made by Quest to other organizations (such as CCNY). The amount for this fiscal year is \$1,000. Another motion was made and passed approving the expense for insurance, which was approximately \$600 over the estimated budget amount. The line item for insurance was increased to \$4,000 from the originally estimated \$3,000.

A correction to the fall schedule was noted. Quest will be closed on Thursday September 25, 2014 for the Jewish New Year. All "A" week coordinators have been notified and all Quest members will be getting an e-mail noting the correction.

Michael Wellner reported that he had been contacted by Thomas Benson who organizes "Senior Debates" with groups like Quest, IRP, and the Osher members at Rutgers. Tom would like to include Quest in this debate program. June raised the idea at a curriculum committee meeting, and reported that there is at least some interest at Quest. Questions have been raised as to how best to pursue this idea. The idea will be turned over to the Curriculum Committee for review with a possible placement in the spring 2015 as either a debate in one of Wednesday Guest Speaker slots, or as a Workshop course, or possibly a regular class or a Lunch and Learn event.

Michael raised the issue of refunds to members who have dropped out because of illness and are seeking a refund of part of their membership fee. A motion was made and passed to prorate refunds for members who, due to circumstances beyond their control, have to withdraw during the year.

Michael also reported that an architecturally-focused tour of the uptown CCNY campus has been scheduled for Friday May 16th, at 10:30 AM, weather permitting. As of now there are 26 Quest members planning to attend.

Michael also reported that Dolores Dolan is planning "A day at the Races" on May 22, 2014 at the Belmont Race Track. Several Questers are planning to attend. For sure, it will be a fun day.

The June council meeting may be moved to June 10 from June 3 after the new council members are polled for availability.

Steven Allen reported that Constant Comment is no longer in use. The new e-mail system is working well, and is easier for Steve and Wayne and the others who send out e-mails (such as NWAQ) to all the Quest members.

Next, a discussion was held concerning how to remember and honor deceased Quest members. Steve and Caroline have suggested that we have a Memorial Lecture once a year, with a distinguished guest lecturer. Some council members thought that this concept was too impersonal, but in the discussion Steve noted that this annual event would not replace the individual memorials that friends and family often attend. This event would be an addition. A motion was made to approve one single "test" lecture, with a funding level to be determined, and passed by a 6-5 vote. Steve Allen and Caroline Thompson will look into options and report at a future meeting.

Caroline Thompson gave the membership report. We are now at 215 members and it appears possible that we may reach the 225 cap this fall. Given our history of attrition, where we typically lose 10% of our members over the summer, it is likely that we will start the 2014-2015 year with 190-195, members leaving about 30 openings for new members. It might become necessary next semester to begin creating a waiting list. What, if any criteria should be part of the application process will be referred to the membership committee, which will report their findings and recommendations to council. Council members voiced agreement that the interview process should have a major role with learning, participation and congeniality being emphasized in the process of deciding whom to accept for membership once we approach the 225 cap. A motion was made to table any possible increase in the membership cap until the new board convenes.

June Dwyer relayed an inquiry from Quest member Joan Briller, asking if Quest has an archivist, and or a librarian who oversees the saving and storage of Quest materials, the Q Review, Q News, e-mails, pictures etc. This question was tabled for future discussion.

We also discussed the way in which travel programs promoted by Quest are selected and handled. A motion was made and passed by a 10-0 vote (with one abstention) that no Quest member may be compensated for any business service that they perform on behalf of Quest or its members.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Marian

Marian Friedmann, Secretary