

QUEST COUNCIL MEETING

June 2, 2009

The first regular meeting of Quest Council 2009-2010 was called to order at 12:35 p.m. Tuesday, June 2, 2009 by President Marc Deitch at 25 Broadway, New York, NY. All Council members were present except Eileen Kelly. Howard Salik, immediate past president, and Davi Saroop, CWE representative, also attended.

Minutes of the May 4, 2009 Council meeting were read and approved as presented. A unanimous decision was made to distribute future minutes prior to Council meetings to avoid reading them and save time.

President Deitch appointed Howard Salik Chair of the Membership Committee. Council approved unanimously. President Deitch also asked Howard Salik to serve as Chair of an ad hoc committee to review Quest By-Laws. This was approved by Council. Chair Salik will ask Al Gubar and Helen Neilson to serve on this committee.

The issue of members who attend classes and are unable to participate was tabled until a later date. Legal ramifications must be considered before a policy is formed. A responsible communication policy was also tabled for the present.

Current members of the Office Committee are Marcella Montaruli on Monday, Tuesday and Thursday and Yvonne Kress on Wednesday. Helen Neilson will contact Arlene Brown and offer her the Oversight Committee for Office Personnel Chair.

President Deitch appointed Martin Helpern Quest Auditor. Council approved unanimously. Treasurer Earl Klein advised he and Auditor Helpern will inform Council when preparation of Quest Financials for FY 2009 are finalized. He recommended they be circulated on or before August 1st.


Privileges under the new CUNY-Quest agreement were discussed again. There is the possibility of setting up CWE/CCNY classes for Quest members if space is available or Quest members may be allowed to audit classes with approval of the professor involved. Use of City College's gym and pool was questioned. Joan Briller and Davi Saroop will explore these possibilities. Joan Briller has e-mailed Don Jordan, a CCNY alumnus, regarding privileges. There has been no response to date.

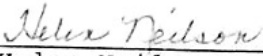
President Deitch discussed the purchase and adoption of Quickbooks, an accounting program, which would give employee/vendors/biographical spreadsheets/printouts easily as well as correct errors, print checks, retain deposits including slips and checks, ease auditing -- make life easier in general.

The schedule for fall term was available on our Web site effective May 20th. It should be printed and available for mailing to the membership by Wednesday, June 24th.

Quest currently has 172 members. The re-enrollment letter should be mailed by Monday, June 15th. Tuition payments will be requested to arrive at Quest no later than Saturday, August 1st or members will be added to the membership waiting list.

The next meeting is tentatively set for Tuesday, July 21st at 12:30 p.m. Meeting adjourned at 1:25 p.m.

  
Marc Deitch, President

  
Helen Neilson, Secretary

QUEST COUNCIL MEETING

July 21, 2009

The second regular meeting of Quest Council 2009-2010 was called to order at 12:30 p.m. Tuesday, July 21, 2009, by President Marc Deitch at 25 Broadway, New York, NY. All Council members were present except Earl Klein. Howard Salik, immediate past president, attended. Davi Saroop, CWE representative, did not attend.

Minutes of the June 2, 2009 Council meeting were accepted as presented.

Howard Salik, Chair of the Membership Committee, reported there are currently 178 members of Quest; there are two members on leave of absence; 122 members are fully paid to date. In the future, past members on the waiting list will be granted membership first. Salik distributed a list of new members for FY 2009; a list of Questers who did not return in September 2008; a schedule showing New Member Source for July 2008-July 2009. (A copy of these is attached.) Howard also reported that the Fall Catalog will be mailed to the membership today.

President Deitch spoke on room assignments for the Fall. Howard Salik will meet with Warren Orange, CWE, about use of the auditorium when Quest resumes in September.

President Deitch reported that Marty Helpen is in the process of auditing the books for FY 2009. Quest's checking account has an approximate balance of \$13,500; the Money Market \$37,000-\$38,000; the CD \$98,000 plus. Final financials for FY 2009 should be available to the membership in September.

Eileen Kelly had no report for the Outreach Committee.

Joan Briller will again contact Don Jordan regarding CCNY alumni activities available to Quest. There are two areas of interest: the graduate center output and events announcements. Joan will also contact Davi Saroop. The question remains "What is available to Quest with the CCNY ID card?"

Howard Salik advised that the Quest Website will be redesigned to standardize colors, etc. to those of CCNY/CWE. President Deitch hopes to have Quest online "Blog" up and running by September. A short discussion followed.

Helen Neilson will chair the Oversight Committee for Office Personnel again next term.

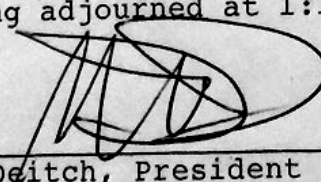
President Deitch advised that Quickbook has been purchased and is on the computer. He expects to transfer files, etc. during August.

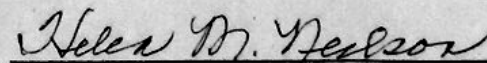
Howard Salik reported for the By-Laws Committee. Changes to the by-laws are being considered -- a work in progress.

The next meeting was set for 12:00 Noon, Monday, September 14th.

Meetings thereafter will be held the first Monday of each month unless there are no classes for some reason.

Meeting adjourned at 1:10 p.m.

  
Marc Deitch, President

  
Helen Neilson, Secretary

QUEST COUNCIL MEETING

September 14, 2009

The third regular meeting of Quest Council 2009-2010 was called to order at 12:00 Noon Monday, September 14, 2009 by President Marc Deitch at 25 Broadway, New York, NY. Council members absent and excused were Joan Briller and Yvonne Kress. Davi Saroop, CWE representative, was unable to attend. Howard Salik, immediate past president, was present.

Minutes for the July 21, 2009 Council meeting were approved as corrected. President Deitch reported on room assignments; advised that the auditorium is available to Quest from 9 am to 3 pm through this semester. Quickbooks is on the computer but very slow because of the age of the computer. CWE is expected to replace the computer soon.

Howard Salik gave the Membership Committee Report. Our current goal of 165 members has been reached and will be maintained from the waiting list. If, after four full weeks of classes, we determine that we can increase the total membership to 175 without overcrowding, we will do so.

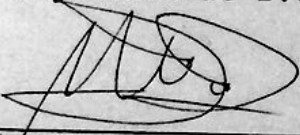
Treasurer Earl Klein gave the financial report. At August 31, 2009, Quest Chase account balances were: Checking \$9,917.03, Money Market \$37,718.00, CD \$98,080.43, for a total of \$145,715.46.

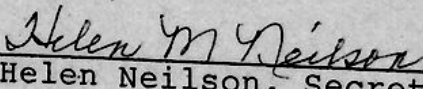
Howard Salik gave a website update. He has contacted CCNY "uptown" regarding the redesigning/standardizing colors to those of CCNY/CWE. He also advised that recommended changes in the bylaws will be reviewed by the Bylaws Committee before the next Council Meeting. He also requested changes be suggested by Council. Council asked the Committee to discuss leaves of absence.

Helen Neilson submitted names of Staff Members for Q Review 15, 2010, from Eva Shatkin, who was approved as Editor In Chief by President Deitch. She also submitted the three required estimates for printing Q Review 15, 2010. The Council approved The Print Center's estimate of \$3,952 without shipping. The Print Center was preferred by the Q Review Editorial Staff over the estimates of Hanging Loose Press (\$4,600 plus \$75 shipping) and Philmark Lithographics, Inc. (\$4,965 plus \$90 shipping). These estimates are attached.) Contributions specified for the Q Review and over the annual budget were discussed at length. All agreed the end result should be a higher-quality magazine.

The next meeting was set for Monday, October 5, 2009, at Noon.

Meeting adjourned at 1:00 pm.

  
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Marc Deitch, President

  
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Helen Neilson, Secretary



QUEST COUNCIL MEETING

October 5, 2009

The fourth regular meeting of Quest Council 2009-2010 was called to order at 12:00 Noon, Monday, October 5, 2009, by Vice President Beverly Francus at 25 Broadway, New York, NY. President Marc Deitch, Council Member Helen McMahon and Davi Saroop, CWE representative, were absent. Howard Salik, immediate past president, was present.

Minutes of the September 14, 2009 meeting were approved as submitted.

Howard Salik, Chair of the Membership Committee, reported a plan to bring in ten more members increasing the membership to 175. This expansion will move larger classes to the auditorium as needed. Qualifications of prospective members were discussed. Chair Salik reminded Council that the Committee tells prospects they are expected to serve in a contributing manner -- coordinate a class; make presentations; serve on committees, etc.

It was determined that a member of Quest on leave of absence (LOA) can remain on the LOA List for a period up to one (1) year. Anytime during that year, he/she may reactivate membership. At the end of the LOA year, the member will no longer be considered on LOA and may elect to go on the Membership Waiting List.

Treasurer Earl Klein reported the September 30th bank account balances. These amounts are available in the Quest office. Earl will check for the current balance of the Quest account held by CWE. He recommended that future CD investments be in the short-term so funds will not be tied up in the event higher interest rates become available.

Howard Salik gave an update on the Website change. It is a difficult job. Someone at City College is building a "wire frame" for us and there is progress. The cost has not been determined to date.

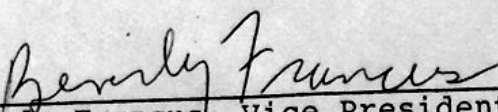
Howard Salik, Chair of the Bylaws Committee, distributed Committee changes to the Council for consideration. He thanked the Committee for their contribution. Beverly Francus raised the question of how long a committee member can serve on the same committee. (The term for committee chairs is three years.) The point was discussed. Helen Neilson suggested the Q News print names of committee chairs and committee members each year. Council approved the suggestion and added that Council hold special meetings for the four (4) standing committee reports each year.

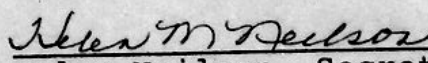
The possibility of increasing the number of Council Members At Large was tabled until the next meeting.

The problem of using the auditorium for every class was also tabled until the next meeting.

Helen Neilson suggested that job descriptions for the Office Committee be given to volunteers who help the Committee. She questioned if the job descriptions should be updated. No vote was taken.

Next meeting is set for November 2, 2009. Meeting adjourned at 12:50 P.M.

  
Beverly Francus, Vice President

  
Helen Neilson, Secretary

QUEST COUNCIL MEETING

November 2, 2009

The fifth regular meeting of Quest Council 2009-2010 was called to order at 12:00 Noon, Monday, November 2, 2009, by President Marc Deitch, at 25 Broadway, New York, NY. Treasurer Earl Klein and Davi Saroop, CWE representative, were absent. Howard Salik, immediate past praesident, was present.

Minutes of the October 5, 2009, meeting were approved as submitted.

President Deitch led a discussion regarding the proposal to add two at large council members. The general consensus was against the suggestion.

Beverly Francus led a discussion regarding the qualification of new members. No conclusion was reached.

President Deitch tendered the definition of leave of absence. A copy of the procedure is attached.

Howard Salik, Chair of the Membership Committee, advised that there are currently 168 members of Quest. There are five prospective members on the waiting list.

President Deitch gave the financial report in the Treasurer's absence.

Howard Salik gave an update of the Website change. There is progress. He showed the new colors to Council.

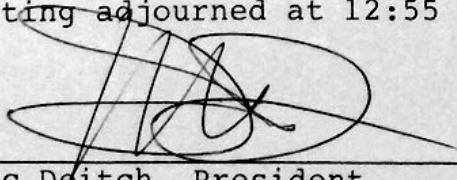
Howard Salik, Chair of the Bylaws Committee, advised that the proposed bylaw changes are to be discussed at the Town Meeting on November 11, 2009. He plans to speak to each Council member and discuss their position on the changes.

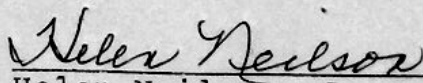
President Deitch proposed a Social Events Committee. This Committee would be in charge of various events, such as: theater parties, the December end-of-term party and the end-of-the year luncheon. Council agreed to the proposal.

He also proposed a Technology Committee for AV support and training and computer training. Council agreed to the Committee. President Deitch has asked Robert Reiss and Michael Wellner to co-chair the committee.

The December meeting will be held Monday, November 30th, because of conflicts for several members. The first meeting for 2010 will be held Monday, February 8th at 2:30 p.m.

Meeting adjourned at 12:55 p.m.

  
Marc Deitch, President

  
Helen Neilson, Secretary



# QUEST COUNCIL MEETING

The sixth regular meeting of Quest Council 2009-2010 was called to order at 12:05 p.m. Monday, November 30, 2009, by President Marc Deitch at 25 Broadway, New York, NY. Joan Briller and Yvonne Kress, Council members, and Davi Saroop, CWE representative, were absent. Howard Salik, immediate past president, was present.

Minutes of the November 2, 2009, meeting were approved as submitted.

President Deitch reviewed the definition of Leave of Absence which was attached to the November 2nd minutes.

Howard Salik, Chair of the Membership Committee, reported that we now have 173 members. In a discussion with Dean Mercado, it has been agreed to raise the cap in membership to 200 members (in increments of 10) unless there is an issue of space. Lunch room overcrowding is a potential problem. It was decided that overflow from the lunch room could move to classrooms on either side of it -- or in case of celebratory events, classrooms or the hallway could be used. It was determined that members of the Membership Committee could approve prospective members if the Chair was not available to do so.

Treasurer Klein gave the financial report. There was a brief discussion about changing banks to earn higher interest on Quest funds. We are beginning to make submissions to our CCNY budget for reimbursement. Other methods of recouping money were discussed.

Howard Salik updated the website conversion. Carolyn Thompson will join Howard at CCNY to look at the new website and perhaps simplify it.

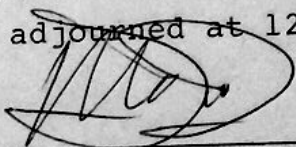
Howard Salik reported that ballots on the Bylaws changes are still being counted. He will report the final conclusion as soon as it is known. \*\*

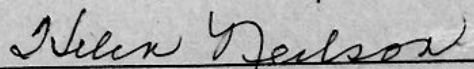
President Deitch reported that the Spring Curriculum Catalog is almost completed. Carolyn McGuire handled the printing prep for the Curriculum Committee, Anita Hunter and Audrey Bernstein who helped with the proofing, and the Scheduling Committee all did a great job. President Deitch reported that Ann Braunstein and Shirley Myers are leaving the Curriculum Committee at the end of this term. Barbara Blakemore will leave at the end of the spring term. Bob Hartmann has been appointed Chairman and Helen McMahon as Cochairman.

Howard Salik reminded Council that we will need student stickers from CWE for our ID cards. They confirm Quest members as students.

The next meeting is set for February 8, 2010 at 2:30 p.m.

Meeting adjourned at 12:55 p.m.

  
Marc Deitch, President

  
Helen Neilson, Secretary

\*\* After the meeting, it was determined that only 68 members returned their ballots. Since this represents less than 50% of the membership, this effort, sadly, is invalid. Council will discuss this at the next meeting.

## QUEST COUNCIL MEETING

February 8, 2010

The regular monthly meeting of Quest Council 2009-2010 was called to order at 2:35 p.m. Monday, February 8, 2010, by President Marc Deitch, at 25 Broadway, New York, NY. Eileen Kelly, Council member, was absent. Davi Saroop, CWE representative, Alessandra Benedichy, Liaison of CWE Dean to Quest, and Howard Salik, immediate past president were present.

The minutes for November 30, 2009, were approved as presented.

President Deitch introduced Alessandra Benedichy to Council. She gave an explanation of her job as Assistant Professor who helps the Dean write grants for academic issues, among other things. She advised that she may have grants suitable for Quest.

Howard Salik gave the Membership Committee report. We have 175 members at present. Our current goal is 185. A number of additional people have shown considerable interest in joining Quest.

Earl Klein gave the Treasurer's Report. Actual figures may be obtained from the office. We have had one contribution in memory of Ruth Smith. President Deitch led a brief discussion about Quest supporting classes by purchasing necessary books and supplies. A finalized proposal will be presented for Council vote at the next regular meeting.

Howard Salik discussed the Website update and the progress currently being made with CCNY. He feels there is a need for more dependable webmasters and guidelines. The CCNY Website could be used as a "portal". He would like the commitment for a one-time expense of \$5,000 (estimate) for a simple revision of domain registration for \$500 every three years and maintenance \$500 annually.

Howard Salik gave a report on the by-laws update. They have been updated and proofed by various volunteers. The best way to conduct the voting procedure was discussed. A ballot by mail seemed to be best. The ballots would be returned to the Office Committee.

President Deitch advised there will be a 2010 ID badge for all Quest members who currently hold a 2009 ID badge. He announced that The Celebration of a Life: Ruth Proskauer Smith would be held on February 20, 2010. Details are on the Website. A schedule for our annual election will be forthcoming. A Nominations & Elections Committee (NEC) will be appointed in early March. President Deitch will ask Bob Hartmann, Chair of the Curriculum Committee, to appoint some of the committee members to put together a summer class schedule.

President Deitch inquired about the existence of CUNY Archives. Quest would like to preserve copies of Q Review magazines and issues of Q News if space is available. Davi Saroop will investigate and advise Council.

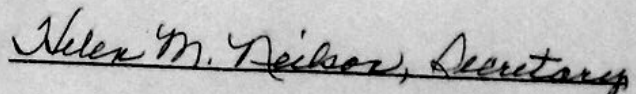
Robert Reiss and Michael Wellner will attend the next Council meeting to present their AV & Technology Committee plans for Quest.

There will be a General Membership Meeting on Wednesday, April 7, 2010 at 1:00 p.m.

The next Council meeting is set for Tuesday, March 2, 2010 at 12:00 noon. Meeting adjourned at 4:00 p.m.



Marc Deitch, President





QUEST COUNCIL MEETING

March 2, 2010

The regular monthly meeting of Quest Council 2009-2010 was called to order at 12:05 p.m., Tuesday, March 2, 2010, by President Marc Deitch. Eileen Kelly, Council member, and Davi Saroop, CWE representative, were absent. Alessandra Benedichy, Liaison of CWE Dean to Quest, and Howard Salik, immediate past president, were present.

Minutes for February 8, 2010, were approved as presented.

Beverly Francus led a discussion regarding new member <sup>admission</sup> qualifications. Should prospective members be asked if they will present in classes, coordinate classes or participate administratively when they are being screened for admission to Quest? It was determined that current screening should continue.

Robert Reiss and Michael Wellner, AV and Tech Committee, gave a progress report -- see attached. Questionnaires to determine needs and wants of members are ready for printing and distribution to membership. After this "needs" assessment, they will make their recommendations. It was recommended that an active AV Committee of at least four members (one a day for four days a week) be on hand for assistance in classrooms and the auditorium.

Howard Salik, Chair of the Membership Committee, advised that we currently have 182 members. New members starting this time of the year are paying the reduced rate of \$200. He suggested that membership be capped at 185 for now, with interviews and screening of prospective members to continue in order to maintain a waiting list.

Because of the lack of time and since there was little if any change, the financial report was not given. The Website update, new business and office workload were tabled until a future meeting.

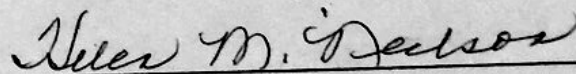
The Nominating Committee and Council members seeking re-election and Council seats to be filled were discussed briefly. Beverly Francus and Helen McMahon will seek re-election. Eileen Kelly is not eligible to serve another term and Helen Neilson declined to seek another term.

The next meeting is scheduled for Monday, April 5th, at 12:00 Noon.

Meeting adjourned at 1:00 p.m.



Marc Deitch, President



Helen Neilson, Secretary



QUEST COUNCIL MEETING

March 15, 2010

An ad hoc meeting of Quest Council 2009-2010 to appoint a Nominations & Elections Committee (NEC) was called to order at 12:05 p.m. Monday, March 15, 2010 by President Marc Deitch at 25 Broadway, New York, NY. All Council members and Howard Salik, immediate past president, were present. CWE representatives were absent.

Ballots distributed to Council members Wednesday, March 10, 2010, in error did not include Eileen Kelly and Howard Salik as eligible to serve as Council representative on the NEC. President Deitch distributed a second ballot containing the following names:

Joan Briller  
Marc Deitch  
Eileen Kelly  
Yvonne Kress  
Helen Neilson  
Howard Salik.

After a secret ballot was cast, President Deitch announced there was a tie vote between Yvonne Kress and Howard Salik. Yvonne Kress declined the position. Howard Salik was elected Council representative to the NEC for 2010.

NEC nominees from General Membership were:

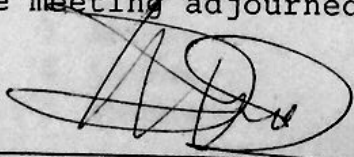
Betty Farber  
Robert Hartmann  
John Hood  
Ruth Kovner  
Pam Mahl  
Myra Nissen  
Robert Reiss.

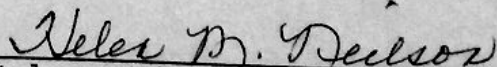
The secret ballot from Council members resulted in a tie vote. President Deitch asked for nominations and a second ballot. The following were elected as NEC members for 2010:

Robert Reiss, Chair  
John Hood  
Pam Mahl  
Myra Nissen.

President Deitch gave a time line and a draft of 2010 Elections (see attached) to Howard Salik.

The following positions on the 2010-2011 Council are to be filled: Vice President, Treasurer, Secretary and three At-Large Members. The meeting adjourned at 12:55 p.m.

  
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Marc Deitch, President

  
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Helen Neilson, Secretary

QUEST COUNCIL MEETING

April 12, 2010

The regular monthly meeting of Quest Council 2009-2010 was called to order at 12:00 Noon, Monday, April 12, 2010, by President Marc Deitch. All Council members and immediate past president, Howard Salik, were present. Davi Saroop, CWE representative, and Alessandra Benedichy, Liaison of CWE Dean to Quest, were absent.

Minutes for March 2, 2010 and March 15, 2010 were approved as presented.

Howard Salik reported for the Membership Committee. We currently have 181 members and the current cap is 185 due to limited space.

Earl Klein gave the Treasurer's Report.

Howard Salik reported there is progress on the website update. He is working with Caroline Thompson on the project.

President Deitch advised that the By-Laws update has been tabled until Council 2010-2011 is seated. He also advised the computer classes will be held three classes to each series. The first 10 applicants will attend the first series. The remaining applicants will be put on a waiting list. The first class is set for April 20th at 2:30 p.m.

Beverly Francus reported that the Hearing Workshops were well attended and very interesting. They will be repeated Tuesday, April 13th at 2:30 p.m.

Helen McMahon advised the Summer Schedule should be finished by Wednesday, April 14th.

Word from Robert Reiss, Chair of the NEC, was the final slate for the election will be ready by May 3rd for the election May 10th and 11th.

President Deitch reported there will be 39 courses (40 including the computer classes) for Fall Term, September 2010.

Council approved an annual increase of \$2500 for the CWE scholarship. There was a brief discussion regarding the name of the scholarship. The decision was to retain the name The Quest Scholarship.

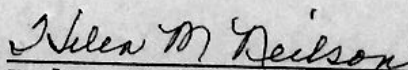
There will not be a luncheon for the outgoing/incoming Councils again this year. Wine and cheese will be served Thursday, May 19th, after the Advanced Acting Workshop plays are presented. The Beginner Acting Workshop will be presented in the morning Friday, May 21st, before the end-of-the-year luncheon at Battery Park Restaurant.

The final meeting of Council 2009-2010 is set for Monday, May 3, 2010 at Noon. The first meeting of Council 2010-2011 is scheduled for Monday, June 7, 2010 at Noon.

Meeting adjourned at 12:40 p.n.



Marc Deitch, President



Helen Neilson, Secretary

# QUEST COUNCIL MEETING

May 3, 2010

The last regular meeting of Quest Council 2009-2010 was called to order at 12:15 p.m. Monday, May 3, 2010, by President Marc Deitch. Council members Earl Klein, Yvonne Kress, and Helen McMahon were absent. David Saroop, CWE representative, was absent. Alessandra Benedicty, Liaison of CWE Dean to Quest, and Howard Salik, immediate past president, were present.

Minutes for April 12, 2010, were approved as presented.

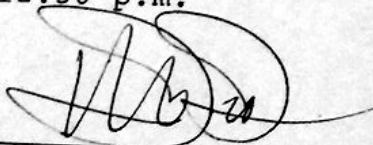
President Deitch gave a brief update on the new computer classes. He also gave the financial report in Treasurer Klein's absence.

Howard Salik gave the Membership Committee Report. We currently have 183 members. He proposed increasing the current cap of 185 to 200. This would help maintain the current membership and accommodate the loss of members not returning to Quest in September. The subject of space/overcrowding classrooms/the lunchroom was discussed. Overflow from the lunchroom can move into nearby classrooms. Use of the auditorium is not a problem generally. CWE has a double room which may be available to Quest if needed. Alessandra Benedicty will look into this for Council. Salik's motion was amended to "increasing the membership cap to 200 as long as it has been ascertained that Quest has room for 75 persons in a class". This motion passed unanimously. Chairman Salik feels we should have another membership drive. We are getting prospects by "word of mouth" from new members. Further accounting must be received regarding the original membership grant of \$45,000 to the Advertising & Promotion Committee before reaching a decision about another membership drive.

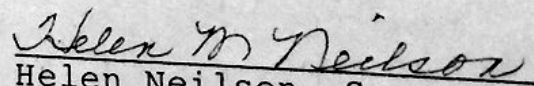
Howard Salik reported that the website update is coming along. His target date for launch is on track for October 1, 2010. Use of the website is recommended as one of Quest's best tools. To move Quest up the "hit list", every member of Quest should click onto the website twice a week.

The upcoming 2010-2011 election was touched on briefly. The NEC has everything on track for the event.

The first meeting of Council 2010-2011 is set for Tuesday, June 1, 2010 at 12:30 p.m.



Marc Deitch, President

  
Helen Neilson, Secretary