

Minutes for
Quest Council Meeting
June 7, 2011

The meeting was called to order at 12:30 by President Marc Deitch. In attendance were Council members, Roy Cleary, Beverly Francus, Marian Friedmann, Helen McMahon, Marilyn Rosen and Jim Slabe. Council member Steven Allen, Alessandra Benedicty, Liaison of CWE Dean to Quest and Davi Saroop CWE representative were absent.

The minutes of the May 2, 2011 meeting were presented and accepted.

Jim Slade made the Treasurers report. There was no change from the previous month. We are in excellent shape and all bills are paid.

The subject of coffee in the lunchroom was discussed again. Council members would like to see it continue. It contributes to socialization and helps coordinators and presenters with classes. Looking for a resolution is on the table. For now there is no plan to provide coffee in the morning and at lunch in the fall term.

Council members discussed memorial services for deceased members. The idea of a "Day of Remembrance" was put forward and supported. Beverly Francus and Marian Friedmann will coordinate this day most likely each academic year in April or May.

Group travel sponsored by Quest as a Quest activity was not supported. Members wanting to travel together will continue to organize trips independently.

Membership is reported at 197. 200 is the outside number at this time. There was a wonderful turnout of 101 paid members at the end of year luncheon. Our thanks to the coordinators.

Beverly Francus, Council liaison to the By Laws committee reported. There is no provision for voting by mail in the bylaws. Only with membership's approval of changes to the bylaws can voting by mail become an option for council to use. Steven Allen suggested changes to bylaws presented to council by the bylaws committee. After discussion the following will be sent back to the bylaws committee.

At least 30% of then current members must reply to the mail ballot for the result to be valid.

Article V,A,1,ii will read During the Fall 2011 semester replacing in October 2011.

The Auditing Committee shall consist of three (3) Quest members.

Additionally minor grammar and typos were corrected.

Also noted that new bylaws must be approved by membership before the process of increasing council membership by 3 is begun. At that time a nominating committee will be activated.

At a special general membership meeting the final draft of suggested bylaw changes will be presented side by side with current by laws for members to review and vote on. The meeting is scheduled for October 12, 2011.

The selection of Quest scholarships to CWE students each year will remain the purview of CCNY.

The meeting was adjourned at 1:30. The July meeting will be Tuesday, July 12 at 12:30 pm. No meeting is scheduled for August. The September meeting will be Monday, September 19, 2011 at noon.

Respectively submitted,

Marian Friedmann

MINUTES FOR
QUEST COUNCIL MEETING
SEPTEMBER 19, 2011

The meeting was called to order at 12 noon by President Marc Deitch. In attendance were Council members, Steven Allen, Joan Briller, Roy Clary, Beverly Francus, Marian Friedmann, Helen McMahon, Jim Slabe and Alessandra Benedicty, Liaison of CWE Dean. Marilyn Rosen and Davi Saroop CWE representative were absent.

The minutes of the July 12 meeting were presented by Marian Friedmann and were accepted with corrections.

Jim Slabe reported we are in good financial shape.

Steven Allen reported the new coffee situation is going well with the new coffee makers. There has been a positive response with added help for the Berman's, but more volunteers are still needed if the morning and lunch coffee is to continue. A new plea via email will go to members asking for AM, lunch help and clean up help. Marc reiterated that the Berman's are to only do the ordering. They are to be relieved of other duty. The situation will be reevaluated in October.

Michael Wellner has created a letter detailing each of the changes to the By-Laws. A copy of the old and new By-Laws along with a letter of explanation will be sent to all members. The letter urges all to attend an important Town Hall Meeting on October 19 to vote on the changes. An email will also be sent out to all members as a reminder.

The membership stands at 180 with 2 members moving in October. At that time we will have 178. There is no waiting list at this time.

President Deitch reported that as the result of his meeting with the Dean, there will be no increase in Quest payments to CWE.

Steven Allen reported the new web site is easier to maintain and plans to have photos from the End of Year Luncheon posted on our site.

Roy Clary asked that the erratic temperature in the auditorium be looked into.

Alessandra, Beverly and Roy will look into a possible trip to Williamsburg for the end of October.

Marc noted the CWE policy re use of the copy machines. 6 copies may be made without a request form. If more than 30 copies are required a request form must be filed. In either case copying is not to be done by members in or out of the office.

The meeting was adjourned at 12:50

The next meeting will be Tuesday October 11, 2011 at noon.

Respectively submitted,

Marian Friedmann

MINUTES FOR
QUEST COUNCIL MEETING

October 11, 2011

The meeting was called to order at 12 noon by President Marc Deitch. In attendance were Council members, Beverly Francus, Marian Friedmann, Helen McMahon, Marilyn Rosen, Jim Slabe and Alessandra Benedicty, Liaison of CWE Dean. Council members Steven Allen and Roy Clary and CWE representative Davi Saroop were absent.

The minutes of the September 19, 2011 meeting were presented by Marian Friedmann and accepted as read.

Jim Slabe reported we are in good financial shape.

Alessandra and Beverly reported on tentative plans for a trip to Brooklyn which would include a short ferry ride to Jane's Carousel and a tour, a walk in Dumbo to Bubby's restaurant for lunch, and a visit and tour of an ice cream and chocolate factory. A date for this Quest event is to be determined and will depend on weather prospects. More information will follow.

The coffee situation is improved and going well. More help is still needed especially 2 additional people for cleanup.

Michael Wellner has created a letter detailing each of the changes to the By-Laws. A copy of the old and new By-Laws along with a letter of explanation has been handed out or sent to all members. The process went well. The letter urges all to attend an important Town Hall Meeting on October 19 to vote on the changes. An email will be sent out to all members as a reminder.

The membership stands at 184. Howard Salik has stepped down as chairperson and Beverly Francus has assumed the position. John Hood has joined the committee.

Marian Friedmann will assume the job of keeping non email members informed of important events and last minute changes. A "phone tree" will be set up.

President Deitch announced that Quest, in keeping with CWE dates, will be not be in session from Monday, April 9 2011 to Sunday, April 15. Classes resume on Monday, April 16. Quest Spring session begins Monday, February 6 2011.

President Deitch noted a crowding problem in the lunchroom on certain days and will urge members not to move chairs from room to room and will remind coordinators that chairs rearranged for a class be put back to original place before leaving rooms. He also will urge coordinators to discourage cross talk and talking out in class sessions. Additionally he will bring up the matter of lateness, eating in class and door slamming to members at the Town Meeting. Council members were reminded of the upcoming Town Meeting and that the most important item on the agenda is the passing of the by-laws.

The CWE copy procedures were distributed to Quest Council members and will be posted for all to view.

The procedure and policy is attached.

A letter from member Sylvia Berg was read noting that although she has a travel business she has not and does not solicit business from Quest members.

The meeting was adjourned at 12:50

The next meeting will be Monday November 7, 2011 at noon.

Respectively submitted,

Marian Friedmann

MINUTES FOR
QUEST COUNCIL MEETING

November 7, 2011

The meeting was called to order at 12 noon by President Marc Deitch. In attendance were Council members. Roy Clary, Beverly Francus, Marian Friedmann, Helen McMahon, Marilyn Rosen, Steven Allen and Jim Slabe. Alessandra Benedicty, Liaison of CWE Dean and CWE representative Davi Saroop were absent.

The minutes of the October 11, 2011 meeting were presented by Marian Friedmann and accepted with a correction.

Jim Slabe reported we are in good financial shape.

Beverly Francus reported that we currently have 185 members. The membership committee will make a follow up outreach to individuals who have made inquiries and have been given our materials and application but have not made a commitment.

The coffee situation is improved and going well. A great job is being done by the volunteers. A concern was raised by Jim Slabe regarding the cost of the new system. If the current costs continue throughout this and the upcoming term, we will spend more than 2 times what was spent last year. Steven Allen will look into usage, waste and a possible way to save money. He will report back at the December meeting.

President Deitch noted that the Town Hall meeting went well. The By-Law changes were passed.

President Deitch announced that Quest, in keeping with CWE dates, will be not be in session from Monday, April 9 2011 to Sunday, April 15. Classes resume on Monday, April 16. Quest Spring session begins Monday, February 6 2011. He also will urge coordinators to discourage cross talk and talking out in class sessions. A behavior modification workshop will be planned to assist coordinators with their role. He will bring up the matter of members making noise and talking too loud in the halls.

The Brooklyn trip has been cancelled due to scheduling issues and the approach of the winter cold. Another offering will be explored in the spring, perhaps a concert or a museum trip.

President Deitch will continue to investigate the usefulness of an induction loop to assist those with hearing aids. This amplification device is now in great demand and it will take some time to gather the necessary information for presentation to CWE and CCNY/CUNY.

There will be three new courses for spring. Three will not be continued.

In accordance with the Bylaws and the creation of three additional seats on the council, a special election will be held. The nominating committee will consist of Betty Farber, Marilyn Rosen, John Hood, and Ralph Shapiro. An email announcing the election will go to all members. Biographies of nominees will be emailed to the membership. The in person introductions of members who are running for the council will take place on Monday, December at noon in the lunchroom. The voting will take place on Tuesday and Wednesday, December 5 and 6. Successful candidates will be announced on Thursday, December 8, and will be invited to attend the council meeting scheduled for December 12 at noon in the CWE conference room.

The meeting was adjourned at 12:55

Respectfully submitted,

Marian Friedmann

MINUTES FOR
QUEST COUNCIL MEETING

December 12, 2011

The meeting was called to order at 12 noon by President Marc Deitch. In attendance were Council members Steven Allen, Roy Clary, Doreen De Martini, Beverly Francus, Marian Friedmann, Carolyn McGuire, Marilyn Rosen, Jim Slabe and Sandra Southwell. Council member Helen McMahon, Alessandra Benedicty, Liaison of CWE Dean and CWE representative Davi Saroop were absent.

President Deitch welcomed new Council members.

The minutes of the November 7, 2011 meeting were presented by Marian Friedmann and accepted as read.

Jim Slabe reported we are in good financial shape.

President Deitch reported on the Hearing Loop project. A meeting was held with Robert Hernandez to explore the feasibility. It can be installed in the auditorium and all rooms that we use. A proposal is forthcoming. There is question as to who would pay for the equipment, Quest or CCNY.

We now have 3, 16 channel UHF hand held radios for emergency use. They work in the stairwells, elevators and Great Hall. Quest has its own channel which ties in with the college on the same frequency.

The coffee situation is improved and going well. A great job is being done by the volunteers. Steven Allen reported that our inventory is substantial and sufficient into the middle of next semester. We will not be too far off expense wise, Vis-a Vis last year's costs. He will also investigate and taste test a "House Brand"

Beverly Francus reported 186 members to date with the possibility of several new members for spring. Free publicity is useful, but our best source of new members remains word of mouth.

Carolyn McGuire received thanks and praise for the great spring catalogue. She is working on more changes for next year. She thanked her hard working committee.

The Quest Holiday reception will be Wednesday December 14 and Council members are invited to the Dean's holiday celebration.

Unacceptable class behavior remains a problem. It was brought up at the Town Meeting, but continues. Talking in class, use of cell phones and other devices and door slamming are the major issues. It is hoped that coordinators will work to stop the bad behavior and presenters will be asked to ask for cooperation in a light hearted way. A subcommittee to work on a "Code

of Behavior” was formed. The members are Beverly Francus, Doreen DeMartini, and Carolyn McGuire.

Holiday coverage in case of emergency situations will be as follows:

December 15 to Dec. 31	Roy Clary
Jan 1 to Jan 7	Steven Allen and Doreen DeMartini
Jan 8 to Jan 15	Beverly F Francus
Jan 16 to Jan 29	Marian Friedmann
Jan 29 to Opening	Marc Deitch

Roy Clary requested that the janitorial staff be made aware of broken locks in the bathrooms.

Steven Allen suggested “Lunch and Learn” sessions with the possibility of outside speakers and discussion of current events.

The meeting was adjourned at 12:55

Respectfully submitted,

Marian Friedmann

QUEST

MINUTES OF COUNCIL MEETING OF FEBRUARY 6, 2012

The meeting was opened at 12:05 PM by President Marc Deitch. There were six members present: Marc Deitch, Beverly Francus, Steve Allen, Sondra Southwell, Carolyn McGuire and Doreen De Martini.

In the absence of the Recording Secretary, a motion was passed to dispense with the reading of the minutes.

Marc reviewed the schedule of council meetings for the calendar year:

February 6

March 5

April 2

May 7

July 3

September 10

October 1

November 5

December 3

OLD BUSINESS

Marc reported that he had not yet received a proposal from Leo Garrison of Metro-Sound Pros regarding the Hearing Loop Technology.

MEMBERSHIP REPORT

Membership chair Beverly Francus reported that we currently have 189 members. A number of people inquired about membership during the recess, and interviews are ongoing. Since there are only 11 spaces left to fill, the committee is looking for people who will offer some guarantee of active participation in the organization. She raised the issue of establishing a waiting list at some point once we reach our quota.

Beverly also spoke about a call from Mary Lutz who works with Dean Mercado. Mary told Beverly that the Dean wants to develop a joint project between Quest and their students. He suggested the possibility of a Scrabble Contest. The question of Dean Mercado's goal was raised, and after some discussion regarding the pros and cons of such a joint venture Marc stated that he would have a conversation with the Dean.

In the absence of a Financial Report Marc stated that our biggest recent expense was the radios purchased for the Fire/Emergency Action Squad, which work well and were a wise investment.

He also mentioned that he had received an e-mail from a member suggesting that classes be cancelled for the following day (February 7) because of potential congestion due to the Giants Super Bowl parade. There was general agreement that classes continue as scheduled.

Carolyn McGuire distributed copies of the proposed Code Of Conduct which she, Beverly and Doreen drafted. After some discussion some minor additions concerning cell phone rings and texting were added, as well as the suggestion that Tips for Coordinators also be shared with Presenters.

Marc stated that we need to establish a Nominating Committee at our next Council meeting. There will be six positions open:

Treasurer

Vice President

Secretary

Three council members-at-large.

Both Beverly Francus, V.P., and Helen Mc Mahon, council member, have served four years and are ineligible to run again at this time. Marian Friedmann, Jim Slabe, Steve Allen and Marilyn Rosen are each eligible to run for another two year term.

The meeting was adjourned at 12:45 PM.

Respectfully submitted,

Doreen De Martini

MINUTES FOR
QUEST COUNCIL MEETING

March 5, 2012

The meeting was called to order at 12 noon by President Marc Deitch. In attendance were Council members Steven Allen, Roy Clary, Doreen DeMartini, Beverly Francus, Marian Friedmann, Carolyn McGuire, Marilyn Rosen, Jim Slabe, Sandra Southwell, Helen McMahon, and Alessandra Benedicty, Liaison of CWE Dean. CWE representative Davi Saroop was absent.

The minutes of the December 12, 2011 and February 6, 2012 meetings were presented by Marian Friedmann and accepted as read.

Jim Slabe reported we are in good financial shape.

Steven Allen reported that things are going well with the coffee service and the costs seem to be leveling off after the initial purchasing. A taste test for another coffee is being explored to compare taste and price and possible savings.

President Deitch reported on the Hearing Loop project. A copy of the proposal for installation was presented to the Dean. The estimated \$13,450.00 cost of installing the hearing loop in the auditorium and rooms 19, 20 and 27 are not in his planned budget. As it is considered so important for a vast number of Quest members, a motion was made to use funds from the Quest operating budget to cover the cost. All were in favor and the project will move ahead with installation as soon as possible.

The draft of a code of conduct developed by Carolyn McGuire, Beverly Francus and Doreen DeMartini will be emailed to council members and will go into the Guide to Quest. It was suggested that Council Members be role models.

Beverly Francus reported 191 members to date with the possibility of several new members.

Steven Allen plans to send an email to all members to encourage them to be coordinators and presenters in the future and well as listing things that one can volunteer for. Council members can email suggestions for inclusion in the email to Steven.

It was announced that the Spring Town Hall Meeting will be held on March 28, 2012 at 1pm. At that time new courses will be announced and coordinators will have the opportunity to present the topics and make a pitch for presenters. The upcoming elections will be announced.

Steven Allen will chair the scheduling committee. Beverly Francus is also a member. Additionally the committee has one non council member and a representative from the curriculum committee.

The end of the year Luncheon and Actors Workshop presentation will be held on May 16. Classes are cancelled for that day.

The first Monday after Labor Day is the likely start of the Fall Term.

A nominating committee needs to be formed. Sandra Southwell will serve as the council representative.

The next Council Meeting will be April 2, 2012 at noon. The meeting was adjourned at 12:55

Respectfully submitted,

Marian Friedmann

MINUTES FOR
QUEST COUNCIL MEETING

April 5, 2012

The meeting was called to order at 12 noon by Vice-President Beverly Francus. In attendance were Council members Steven Allen, Roy Clary, Doreen DeMartini, Marian Friedmann, Marilyn Rosen, Jim Slabe, Sandra Southwell, and Helen McMahon. Carolyn McGuire, President Marc Deitch, Alessandra Benedicty, Liaison of CWE Dean, and CWE representative Davi Saroop were absent.

The minutes of the March 5 meeting were presented by Marian Friedmann and accepted as read.

Jim Slabe waived making his report as it was presented at the recent Town Hall meeting, March 28, 2012. He notes however that we are in good financial shape.

The membership is currently at 191 with several candidates coming in next week. It is likely that they will join.

It was suggested that one alternative be chosen to add to the Nominating and Election Committee if one of the NEC members wants to run. Joan Briller was suggested to be the backup if she agrees to serve. Election notices are ready to be updated for the 2012 election.

The Hearing Loop project has been tabled as Davi Saroop was not present. It is estimated that it may be 4 to 6 weeks to generate a purchase order which will move the contract forward.

The question of how to fill in coverage for the days that President Deitch is not able to cover emergencies was discussed. We need volunteers for the fall of 2012, and the remainder of spring 2012. The fall portion of the project was tabled waiting for the first meeting with the new council members in June.

Doreen DeMartini will look into Quest Tote Bags for Quest members similar to those available in the past.

Marilyn Rosen reported that the rules of behavior seem to be taking hold and classroom and hallway decorum is improved.

A workshop for coordinators is planned. Bob Hartman will be contacted for more information.

Michael Wellner is planning to distribute a questionnaire and tech fill out request sheet to Questers wanting more "tech" instruction. A frequently requested class is in the use of the new podia.

The next Council Meeting will be May 7, 2012 at noon. The meeting was adjourned at 12:55

Respectfully submitted,

Marian Friedmann

QUEST

MINUTES OF MEETING OF MAY 7, 2012

The meeting was convened by President Marc Deitch at 12:10 PM.

Nine members were present: Steve Allen, Roy Clary, Marc Deitch, Doreen De Martini, Carolyn McGuire, Helen McMahon, Marilyn Rosen, Jim Slabe and Sandra Southwell.

The minutes were reviewed and Sandra Southwell moved to approve them, seconded by Carolyn McGuire. So approved.

Financial Report: Jim Slabe reported that there is a total of \$152,851 in Quest's savings account and \$52,811 in our Operating Budget. He indicated that with the help of the membership committee which has increased our paid membership, we expect to break even.

In Beverly Francus' absence Marc Deitch reported that we now have 192 members, and Beverly will continue to chair the committee.

Hearing Loop Status: CCNY advised Marc that the failure to secure more than one bid for the project could put them in violation of state law, and they asked that additional bids be solicited.

Fall Catalogue: Carolyn McGuire reported that the catalogue for the Fall class schedule has been distributed.

Elections: Marc Deitch noted that the election of new members was in process with voting taking place this week and complimented Betty Farber for a job well done. Counting will take place tomorrow, and Sabdra Southwell reported that the winners will be posted Wednesday with pictures and bios.

Luncheon: Marc Deitch spoke of the annual luncheon which will take place on May 16, and thanked Sandy Gordon for all of her efforts to coordinate the event. He mentioned that the trial in which he is required to appear as a witness started today and he may not be available to attend the luncheon.

Website: Steve Allen spoke of a disturbing incident which had taken place concerning our website. We are part of the CCNY team, and pop up on Google under Lifelong Learning, but the site was frozen with no notice to Quest. Alessandra Benedictine has been a great support to Quest, and we can now make web changes ourselves. There will be a meeting with the new Vice president, Public Relations media, etc. concerning an upgrading proposal.

He went on to talk about the poor design of the site, and noted that we should have it better organized. All updates should be out under a page titled “Quest Updates. He requested up to \$1,000 to hire a professional web designer who would come up with a design that reflects what works best for us. He anticipates approval for a link to our site. Marc was concerned that Steve’s request for \$1,000 was not high enough, and said that this issue is a high priority for the organization. He is concerned about our image properly representing us to “the outside world.”

Carolyn McGuire proposed that we approve up to \$5, 000 for this project. Motion carried unanimously.

Working Group: Steve Allen proposed forming a “Freshman Class Working Group” to work with and shadow new members to encourage them, help them explore our offerings, provide orientation, and mentoring. There was some discussion that this was a responsibility of the Membership, but Marc was concerned that the Membership Committee already had a lot of responsibility, and that this group could coordinate its efforts with them.

Doreen De Martini moved that such a working group be formed, the motion was seconded by Marilyn Rosen and approved unanimously. Carolyn McGuire, Roy Clary, Marilyn Rosen and Doreen De Martini volunteered to work with Steve on this project.

Cunard Building: Following the evacuation drill, several members asked if a “tour” of the Great Hall might be arranged. Marc stated that since Lila Heilbrun and Doreen De Martini are the two members who interact most often with building management, he would ask them to see if it could be arranged.

Tote Bags: Doreen De Martini reported some initial research on tote bags with a Quest logo and Marc Deitch said that he could arrange for a logo to be created. Doreen will pursue the matter and bring proposals to council.

Hearing Fundraiser: Doreen De Martini reported that a member had given her contact information to someone who is involved in a Walk 4 hearing Marathon and wanted to know if we could involve our members. Council agreed, and Doreen will try to get more detailed information.

Marc thanked Beverly Francus and Helen McMahan for their years of service on the council.

The meeting was adjourned at 12:57 PM.

Respectfully submitted,

Doreen De Martini

