

## **QUEST COUNCIL MINUTES**

### **Tuesday, November 10, 2020**

**Members present:** David Bernard, Stephanie Butler, Wayne Cotter, Pam Gemelli, Bob Gottfried, Arlynn Greenbaum, Karen Levin, Frieda Lipp, Penelope Pi-Sunyer, Ruth Ward and Michael Wellner.

**Members absent:** None

*Due to the Covid-19 pandemic shutdown, this monthly meeting was held via Zoom call. The meeting was called to order by Quest President Bob Gottfried at 4:00 pm.*

#### **Quest Membership List**

Bob Gottfried made a motion that, for convenience to all Quest members, the Quest Membership List be posted on the private Quest website and Council unanimously agreed. The Membership List that is posted will contain each member's name, email address and phone number. Zoom members will be included. Quest will honor the request of those members who prefer not to be included on the list by deleting their names. Members can also request a copy of the list via email from Donna Ramer, the Membership Committee member, who actually maintains the list.

Bob Gottfried will review this at our General Meeting on November 20, 2020.

## **Update on Online Learning Program and Replays**

Wayne Cotter updated the Council that almost all Zoom “Webinars” will be available “On Demand” online during the months of December and January.

Arlynn Greenbaum mentioned that the contract for our Guest Speakers will be revised to include language asking for permission to post these presentations so members can view online.

Bob Gottfried noted that Sheryl Harawitz will be running some discussion classes via Quest Zoom during the winter break. All Quest members can attend these sessions. More details will follow via email.

## **Tuition for the Spring Semester**

In December, Nan McNamara will send an email communication to all members regarding the spring tuition.

## **Treasurer’s Report for November 2020**

Quest Treasurer Stephanie Butler presented the Treasurer’s Report.

Quest’s finances continue in a healthy state. Our revenue for the year is projected to be \$41,550 (\$5,100 for the fall semester and \$36,450 for the spring) based on the formula given below and expenses will be \$43,273 giving us a deficit of -\$1,693.

Stephanie provided details on our annual revenues and expenses and then gave details on our reserves.

Quest received \$5,100 from 34 Zoom members, each paying tuition of \$150 for the fall semester. Zoom members have not been accepted for full membership at this time but may participate in virtual classes and activities. Tuition for the second semester has been set at \$150. If 80% of existing full members and zoom members pay tuition (270 full and 34 zoom members  $\times$  80% = 243 members), we can expect \$36,480 in revenue for the spring semester.

In typical years, about 70% of our expenses is directly related to CWE (i.e. rent, the costs associated with an office manager, contributions to CWE, and insurance). This year, except for CWE contributions, we will only be responsible for the remaining 30%, or \$43,273, which covers professional printing services, services for our catalog, QReview, and QNews, our leased copy machine, honoraria for Wednesday afternoon guest speakers, funding for some museum trips, and computer and zoom expenses resulting from virtual classes.

Turning now to our reserves: Quest has reserves of about \$800,000 are made up of \$487,000, received from the estate of Ken Leedom, about \$240,000 in other membership bequests and contributions received over the 25 years of Quest's history, and about \$73,000 that we have built up over the 25 years in small annual surpluses of membership fees and other revenues over expenses.

Our reserves are available for emergency expenditures such as a pandemic virus which keeps us from occupying 25 Broadway or in the unlikely loss of our CWE rental space. While our relations with CWE remain excellent and while CWE does have a long-term lease on its 25 Broadway space, we must be aware of the remote possibility that changes in politics or priorities of CCNY could lead to a termination of CWE's lease. In the meantime, the Council, in response to the large increase in reserves from Ken Leedom's bequest, has begun funding some new initiatives from our reserves, such as the special Ken Leedom/Peter Cott Memorial Guest Lecture each term, a scholarship for a CWE student in Leedom's and Cott's honor and a future fully Quest-funded celebration of the 25<sup>th</sup> Anniversary of Quest's founding.

Finally, on the operational side, Stephanie acknowledged the valuable contributions of Peter Fleischman who helped redesign our record keeping, David Judlowitz, Chair of the Audit Committee along with its members and, in particular, Steve Allen, former Treasurer and member of the Audit Committee for his suggestions, tutelage, and guidance.

## **New Business**

### **Using QuestBusiness vs. QuestCommunity**

Some members have requested opting out of Quest email communications due to the high volume of information being distributed.

QuestBusiness is monitored by Wayne Cotter who explained that the QuestBusiness list is used for all “official” communications regarding Quest classes (including “NWAQ”) and other important notifications that everyone at Quest needs to know about. The QuestCommunity list is monitored by Joyce Hinote and should be used by members who would like to send news articles, opinions and other types of personal communications. If you would like to opt out of the QuestCommunity list, please email Joyce Hinote at [joyce@hinotenyc.com](mailto:joyce@hinotenyc.com).

### **Quest Webinars Q & A**

Council discussed excluding the “Anonymous” option during Zoom presentations when someone asks a question and doesn’t want to say their name. There was a discussion among Council that some people may feel uncomfortable giving their name. Other Council members felt that since Quest is a community, no one should feel uncomfortable asking a question. Council decided to leave the “Anonymous” button as an option.

The Council's next scheduled meeting is Monday, December 7,  
at 4:00 pm.

*The meeting was adjourned by Bob Gottfried at 5:00 pm.*

Respectfully submitted,

Karen Levin

Secretary