

QUEST COUNCIL MINUTES

Date: October 9, 2024

Council held its monthly meeting at 25 Broadway in Room 7-39. The meeting was called to order by President Donna Ramer at 2:45 p.m.

Council Members Present: Karen Cullen, Mary Ann Donnelly, Peter Fleischman, Paul Golomb (via Zoom), Bob Gottfried (via Zoom), Vince Grosso, Nan McNamara, Donna Ramer, Tamara Weinberg, and Judy Winn.

Council Members Absent: Ilene Winkler

I. Treasurer's Report: Peter Fleischman

- Peter reported that Quest and CWE have reached a final agreement on a more efficient fund exchange so Quest no longer has to turn over all tuition payments to CWE, but instead will simply submit the agreed-upon rent to CWE.
- Peter gave a financial report and reported on Quest's balance sheet, including the balances held in Quest accounts. He also reported on Quest's year-to-date income and expenses versus budget, including membership fee revenues to date.

II. Membership: Tamara Weinberg

- Tamara reported that we currently have 241 members.
- Tamara reported that the Membership Committee is still interviewing prospective members and considering other steps to attract new members. The Membership Committee will work with the Marketing & Communications Committee to further develop these steps.
- Donna reported that last year 66% of Quest members participated as committee members, course coordinators, or presenters. She will review current information to determine this year's level of participation.
- On behalf of the Marketing & Communications Committee Donna reported that Quest will hold an open house for prospective members on Wednesday, December 11. Everyone on Quest's subscriber list will be invited and M&C will place an ad in an appropriate publication to advertise the event. The open house will also be open to Quest members who bring a guest interested in Quest. Details are being worked out by the M&C and Membership Committees.

III. Bylaws: Bob Gottfried

- Bob reported that the Bylaws Revision Committee expects to submit its recommended updates to the Council by the end of the month and will hold a special Q&A meeting with Council members to review its recommended changes.

- Bob said that, once the Council approves the recommended changes, the Committee will send the revised bylaws to all members and hold two Q&A sessions for the full membership, which will be followed by an electronic vote to ratify the new bylaws. The Committee is working to do this by the end of November.
- Judy made a motion, seconded by Vince, that the two sessions for the general membership be hybrid meetings held at lunchtime. After discussion, Council unanimously approved the motion.

IV. Curriculum: Paul Golomb

- Paul reported that the Curriculum Committee sent a survey to all members to assess interest in courses for the Spring 2025 semester, including courses identified at the September 19 informal brainstorming session. He also reported that the response to the survey was enthusiastic, with a response rate of more than 50%.
- Paul asked the Council for its views on whether the number of classes offered per time slot should be limited to two classes. (The three Quest workshops will be the third class in certain time slots.) After discussion, the Council agreed that, except for workshops, the number of classes offered per time slot should be limited to two classes.

V. Archives Committee: Donna Ramer and Karen Cullen

- Karen and Donna reported on the initial meeting of the Archives Committee and its mandate to (1) establish protocols for updating and maintaining Quest's institutional and business records and (2) oversee the ongoing implementation of those protocols. They recommended that the Council establish the committee as a standing committee because they expect there will be an ongoing need to oversee the maintenance of Quest's records.
- Karen made a motion to establish the Archives Committee as a standing committee. Vince seconded the motion. Following the Council's discussion on the motion, Paul suggested renaming the committee the Document Management Committee to align more closely with its purpose. Karen made an amended motion to establish a Document Management Committee as a standing committee. Nan seconded the motion. Council unanimously approved the amended motion.

VI. November 20 General Business Meeting: Donna Ramer

- Donna reported that she is preparing an agenda for the November 20 General Business meeting.

VII. New Business: Donna Ramer

- Quest-CCNY Scholarship Event: Donna reported that, as of October 9, 41 members had RSVP'd to attend the Quest-CCNY Scholarship event on October 23. Co-chairs Michael Wellner and Elaine Martin will be sending members another reminder of the event.

- New Members: Vince reported on recent meetings of the New Members committee and said they have gone very well.

The next scheduled Council meeting will be at 25 Broadway on November 6, 2024, at 2:45 p.m.

The meeting was adjourned by Donna at 3:50 p.m.

Respectfully submitted,

Karen Cullen, Secretary

Documents distributed at meeting: Quest Council Meeting Agenda, FY25 YTD Income and Expense statement.