QUEST COUNCIL MINUTES

Date: June 2, 2026

Council held its monthly meeting at 25 Broadway in Room 7-39. President Donna Ramer called the meeting to order at 12:45 p.m.

Council Members Present: Bob Belfort, Steve Chicoine, Karen Cullen, Peter Fleischman (via Zoom), Vince Grosso, Tracey Lee (via Zoom), Stu Parker, Donna Ramer, Ellen Rittberg, Lynn Vairo, Ruth Ward

Council Members Not Present: Victor Brener

I. General Administration: Donna Ramer

- Donna distributed the meeting agenda and welcomed newly elected Council members Steve Chicoine, Tracey Lee, Ellen Rittberg, and Lynn Vairo.

- Council members joined Donna in thanking Gail Spitalnik and the Social Committee for hosting the day's wonderful welcome lunch.

- Conflict of Interest forms: Karen collected from the Council members present their signed Conflict of Interests forms. Victor and Tracey have or will send in scans of their signed forms. Karen will submit the signed forms to the Chair of the Audit Committee and post them to the Archives.

II. Treasurer's Report and Fiscal Year (FY) 2027 Budget: Peter Fleischman

- Peter distributed his 5-4-26 Treasurer's Report, including the proposed Budget for FY2027 and the FY2026 Budget vs YTD Actuals.

- The FY2026 Budget vs YTD Actuals show that Quest projected a $30,300 loss for FY 2026 but ended up the FY with a $25,032 surplus.

- With minor adjustments following Council's review at its May meeting of the proposed FY 2027 budget, the proposed final FY 2027 Budget shows a projected loss of $34,973. Council questioned a few of the individual line items in the proposed budget and Peter and Donna said they had discussed the committee budgets with each of the committee chairs. Donna and Karen, both members of the Document Management Committee, discussed the feasibility of reducing that Committee's budget and the ability of the Committee to request additional funds during the year if it is necessary to hire an outside consultant to assist with the Quest Archives.

- Council discussed whether it should budget for a loss or whether it would be more appropriate to have a budget with expenses more aligned to projected revenues. Council members noted that the projected $34,973 loss was approximately 3% of Quest's current reserves of $1,074,151, that the reserves easily cover the projected loss, that Quest needed to maintain healthy reserves, that membership fees have remained at $550 for many years, and that Quest

should not continue to budget losses indefinitely. It was suggested that Council adopt the proposed budget but continue to assess the need, and whether it is feasible, to balance expenses with revenues. If Quest incurs actual losses for a few years, instead of budgeting losses and ending up with profits as it did this year, Council should then take steps to lower expenses and/or increase revenues.

- Donna made a motion, seconded by Vince, to approve the proposed Budget for FY 2027 as submitted, except that the budget for the Document Management Committee will be reduced to $6,500, lowering the projected loss to $28,973. After discussion, Council unanimously approved the motion.

III. Honoria for Guest Course Speakers: Donna Ramer

- The Budget for FY 2027, approved above, includes $2,000 for course guest speakers across the Fall 2026 and Spring 2027 semesters. (This is separate from the Distinguished Guest Speakers budget.) Donna made a motion, seconded by Ruth, to approve a $125 cap on honoraria for individual course guest speakers, subject to the $2,000 cap on course guest speaker budget, with no course being allowed more than one guest speaker honorarium per academic year. Donna explained that honoraria for individual course guest speakers should be the exception, not the rule or an entitlement. She explained that limiting the amount of individual honoraria to $125 allows 16 guest speakers throughout the academic year to receive an honorarium, and that all courses are still permitted to have one outside guest lecturer without honoraria per semester as detailed in the bylaws. Donna had consulted with Debbie Honorof, the Curriculum Committee chair, on the motion. Debbie will manage the course guest speaker budget. After discussion, Council unanimously approved the motion.

IV. Technology: Steve Chicoine

- Steve gave an update on the Technology Committee's current and upcoming activities. He reported that in his remarks at Quest's May luncheon, the dean confirmed that CWE will be upgrading the audio system in the Auditorium. Once that is complete, the Committee will go forward with purchasing and installing the headsets and new microphones approved by Council at its February meeting.

- The Committee has assigned a Committee member for each of the Summer Encore classes and, later in August, will find one for each fall class that will need tech support. The Committee will hold training classes for Tech Committee members to learn how to manage the audio-visual equipment at the Auditorium and classroom podiums.

- As a pilot program, the Committee will support three Zoom-only Distinguished Guest Speaker Encore presentations in August to address the request by members for Quest activities during this period. The details will be announced to all members in July.

- The Committee's co-chairs and webmaster are managing NWAQ during the summer.

V. Membership: Lynn Vairo

- Lynn reported that, to date, 222 members have renewed their membership, four members have requested a Leave of Absence, and eight members have indicated they are not returning. Members submitting renewal requests received on and after June 8 will be charged the $25 late fee as approved by Council earlier this year.

- There have been 30 Summer Encore registrations through June 4, the last day of registration. Five registrants have requested interviews to initiate the membership process.

- Quest had 285 active members at the end of the spring semester. Eight prospective members have been approved, pending open slots in September. Given that traditionally 10-15% of members drop out over the summer, the Membership Committee (MC) will not know the number of open slots until the end of August.

- The MC will hold an Information Session on August 27 for prospective members.

VI. Resolution Approving New Bank Signatories: Steve Chicoine and Karen Cullen

- Steve explained that Council needs to adopt a resolution to approve new signatories for Quest's bank and investment accounts at Chase, effective July 1, 2026, and distributed a proposed resolution entitled *Corporate Resolution of the Council of Quest: the CCNY/CWE Community for Lifelong Learning, Inc. regarding Authorized Representatives and Signatories for Banking Purposes.* President Donna Ramer and Treasurer-elect Steve Chicoine will be added as signatories and outgoing Treasurer Peter Fleischman and former President Ruth Ward will be removed as signatories. Steve, Peter, and Karen worked with Chase representatives to draft the proposed resolution and collect and submit to Chase supporting documents. Karen moved, seconded by Donna, for Council to approve the submitted resolution. After discussion, Council approved the resolution unanimously.

- Karen will add her certification to the resolution and submit it to Chase. (A copy of the certified resolution is annexed to these minutes.) Peter explained that additional forms and documents may need to be submitted in connection with updating the account signatories for Quest's investment accounts at Chase.

VII. New Business: Donna Ramer

- Donna asked committee liaisons to reach out to the chairs of their respective committees and encourage committees to bring in new committee members. Each committee should try to add at least one new member who has been at Quest no more than three years.

- Karen distributed two charts: a *Current Officer and Council History a/o 6-1-26* and a *List of Motions Introduced at Quest Council from 2020 to the Present.* She will email to Council the updated list of Committee Liaisons distributed at last month's meeting.

The next Council meeting will be at 25 Broadway on Tuesday, September 15, 2026, at 2:45 p.m. Should an issue arise that requires Council attention over the summer, Donna will facilitate a Zoom meeting.

Donna adjourned the meeting at 1:40 p.m.

Respectfully submitted,

Karen Cullen, Secretary

Documents distributed at meeting: Agenda, 6-2-26 Treasurer's Report, Corporate Resolution, Current Officer and Council History a/o 6-1-26, List of Motions Introduced at Quest Council from 2020 to the Present

CORPORATE RESOLUTION OF THE COUNCIL OF QUEST: THE CCNY/CWE COMMUNITY FOR LIFELONG LEARNING, INC. REGARDING AUTHORIZED REPRESENTATIVES AND SIGNATORIES FOR BANKING PURPOSES

At a duly called and held meeting of the Council of Quest: the CCNY/CWE Community for Lifelong Learning, Inc. ("Quest"), held on June 2, 2026, at which a quorum was present, Quest's Council ("Council") adopted the following resolution:

WHEREAS, Quest operates on an Academic Year that begins on June 1 and ends on May 31 of each year, and a Fiscal Year that begins on July 1 and ends on June 30 of each year;

WHEREAS, Quest maintains banking and investment accounts ("Accounts") at JPMorgan Chase Bank, N.A. ("Chase");

WHEREAS, the Council desires to update the list of authorized representatives and signatories for Quest's Chase Accounts;

WHEREAS, Quest's officers and their respective terms of office are:

QUEST OFFICERS			
Officer	**Position**	**Start of Term**	**End of Term**
Donna Ramer	President	June 1, 2025	May 31, 2027
Tracey Lee	Vice President	June 1, 2026	May 31, 2028
Peter Fleischman	Treasurer	July 1, 2024	June 30, 2026
Steven Chicoine	Treasurer	July 1, 2026	June 30, 2028
Karen Cullen	Secretary	June 1, 2026	May 31, 2028

NOW, THEREFORE, IT IS RESOLVED THAT:

1. Effective July 1, 2026, Donna Ramer and Steven Chicoine are authorized to serve as authorized representatives and signatories on behalf of Quest with respect to its Chase Accounts;

2. Effective July 1, 2026, Ruth Ward and Peter Fleischman shall cease serving as authorized representatives and signatories on behalf of Quest with respect to its Chase Accounts;

3. The officers of Quest are authorized and directed to provide this resolution to Chase and to execute any documents or take any action necessary to implement these changes; and

4. This resolution shall remain in full force and effect until modified or rescinded by further action of the Council.

CERTIFICATION

I, the undersigned, hereby certify that I am the duly elected and acting Secretary of Quest, and that the foregoing is a true and correct copy of a resolution duly adopted by the Council on June 2, 2026, which resolution has not been modified or rescinded and remains in full force and effect.

Karen M. Cullen
Secretary, Quest: the CCNY/CWE Community for Lifelong Learning, Inc.

Date: June 2, 2026