

**LLI Council
Minutes of January 7, 2008**

Council Members Present: Karen Abramson, Dorothy Baran, Al Beard, Ellen Foreman, Sara Hardman, Arzi McKeown, Connie Mrowzinski, Esther Rosenfeld, Margaret Shuhala, Anne Sunners, Shelly Zelizer

Council Members Absent: Dean Stuart Levine

Also Present: Renee Englander, Toby Heilbrunn, Barbara Post, Janeth Thoron, Joan Zitz

Call to Order: Al Beard who had agreed to be chairperson for this session called the meeting to order. Al reported he had no formal agenda and would deal with the issues the Council felt needed to be addressed immediately. The meeting was scheduled after the resignation of Josette in order to ensure a smooth transition and to prevent anything from being neglected before the next scheduled meeting on Jan. 21.

Al read an email from Claire Luse stating that Jack Conklin's and her resignations were final. He read an email from Josette requesting she receive minutes from this meeting and any subsequent meetings.

Introductions of visitors were made and Al explained how he had come to become a Council member,

Item 1. How do we deal with the vacancies of President and Vice President? Karen made a motion we ask Al to take on the position of Interim Chairperson during the transition period. There was discussion about the title of this position, whether there were others interested and if there were other options. The motion was seconded and the vote was unanimous that Al assume the position of Interim Chairperson.

Item 2. Sara asked the Council to consider ways to encourage more people to come to Council meetings. The more people who came to meetings and saw how the organization worked, the more likely they were to get involved and feel a part of the organization.

Discussion: Al addressed the issue of the Council being seen as a closed group as a quality of most boards, but if new people made themselves available this would not be true.

Dorothy reported on response from new people who "were not yet ready" and wanted "to get their feet wet" before joining a committee. She felt calling and talking to new members was helpful in getting to know them.

Karen suggested we have a social time instead of a Council meeting so people could meet the Council and get a sense of what they might volunteer to do. On this note, Ellen thought there should be both a Council meeting and a social time.

Connie suggested sending out an email that describes when and how the Council works, and makes them aware of all that the Council does.

Shelly suggested we be mindful of seeking people who are capable and are committed to doing the work.

Sara further expanded with the idea that we invite all active volunteers to a brunch and thank them and share with them all the jobs that need doing...that we find some way to pull in more people.

Esther stated that not enough people come to Council meetings and there is no continuity so they do not get a sense of how we operate or what is needed. She suggested we do some education so people have a sense of purpose and will feel more inclined to volunteer and commit.

Karen felt we should invite everyone, not just active volunteers with the invitation that we are looking for people who want to get involved. We would have a list of available jobs and positions and explain and educate about them. Karen made a motion we have some kind of program/event for getting volunteers. This might include a council meeting coupled with a breakfast. Ellen seconded this and suggested we table the detail planning for next meeting.

Item 3 Al asked for responses from any guests who wanted to speak or comment about anything.

Barbara feels working on something is a way to give back.

Janeth felt a personal invitation to people was helpful, especially if you could target someone's niche.

Renee asked what the Council actually does.

Toby felt we, as a Council needed to say that it is important for you to step up to the plate and help. That that is the only way LLI will remain in existence.

Item 4 LLI regional meeting - Margaret asked for clarification on where this stood. All agreed that Claire had said it would be postponed until late March or early April. Al agreed to request from Claire any information she had on hand regarding this.

Item 5 Other needs that need to be attended to immediately:

- **Catalogue** - Margaret reports all is well with the catalogue. It will go online in mid Jan.
- **Class Support** - Shelly wondered about Class Manager status. Margaret reported we needed more class managers. A meeting with Claire and Cathy to complete the transition of Class Support Chair is to be scheduled with Esther and Margaret.
- **Requisitions** – Currently there is no one handling this. Sara will do this in the interim but everyone needs to fill out the forms themselves. She passed out Requisition Forms and Codes.
- **Mail** – Sara will do this in the interim, and will find out if the lock on the mailbox can be changed.
- **Phone Voice Mail** – Both people who answer the phone messages will be away in Feb. and we'll need a sub to fill in. Sara will put out a call via email for a volunteer to do this job.
- **Nominating Committee** – There are 4 positions that need to be filled: President, Vice President, and 2 Member-at-Large positions. A Committee was established to begin the locating process: Margaret, who is contact person, Shelly, Janeth, and Anne.
- **Website and Email** – Sara and Arzi will continue to monitor, maintain and respond to emails.
- **Secretary** - Until further notice, it was agreed that the minute-taking would occur on a rotating basis by those Council members who felt comfortable taking them, organizing them and sending them to AI.

At the end of the meeting AI handed out a packet that included the written resignations and suggestions for revision of the previous minutes by Josette. This is to be discussed at the next meeting.

Next Meeting: January 21, 2008

Respectfully submitted:
Arzi McKeown