

ASI Executive Committee Meeting 1/4/22

Present: Cathy Bertasi, Katy Biron, Andy Bristol, David Epstein, Jeff Loewer, Jill Loewer, Susan O'Laughlin, Shelley Powsner, Gabrielle Prochaska, Janice Prochaska, Keith Knox, Scott Stewart, David Yermack

Not present: Stan Corfman

December 2021 Minutes--approved and accepted.

Registrar's Report--Susan O'Laughlin

Registration opening 1/15/22. Do we want March 10th to still be the cutoff for 'on time' registration? Group agreed.

It is likely that refunds from Star Island will be available right up until conference starts again this year.. Number of conferees likely to be capped at 260.

Treasurer's Report--David Yermack

Nothing new to report.

Chairs Report--Jill and Jeff Loewer

Working on schedule, having to shift some things due to the new Sunday to Sunday schedule. New to AS1: Pickleball! Deb & Tom Walton have offered to buy some equipment for the conference to use.

Have lined up some volunteers for key roles. Still need someone to manage the silent auction. Trying to put together a new musical event, Jeff has been talking to Jean Rohe and Liam Robinson. Would include an afternoon workshop on building music w/ community and also an evening concert. Will incur some expenses, Jeff looking at options for grants and other funds. Next Chairs/Registrars meeting is 1/10/22.

New Business:

Keith has a conflict during the conference dates this year; if he cannot be there to facilitate the annual meeting, then David Yermack would be the next in line.

Next meeting: February 1, 2022

Minutes submitted by Katy Biron.

ASI Executive Committee--2/1/22

Present: Cathy Bertasi, Katy Biron, Andy Bristol, Stan Corfman, Jeff Loewer, Jill Loewer, Susan O'Laughlin, Shelley Powsner, Gabrielle Prochaska, Janice Prochaska, Keith Knox, Scott Stewart, David Yermack

Not Present: David Epstein

Minutes--motion to accept, approved.

Registrar's Report: Susan O'Laughlin

171 people registered so far; 111 (65%) did not attend last year; just over a month left. Island limiting conferees to 260.

What happens if we are over registered? Jeff suggested pulling together an ad hoc committee to discuss it.

Last registrar's/chairs meeting: not much new

There are 2 meetings coming up in February.

Questions came up about how much traffic our web site receives? We don't have stats. Chairs have also been posting updates on Facebook.

Treasurer's Report: David Yermack

Nothing new to report.

Chairs' Report: Jeff & Jill Loewer

Have applied for a grant for \$600, partial funding for musical guests (Jean Rohe & Liam)

Also requesting money from the Pel enrichment fund (likely to cover housing).

Continuing to reach out to volunteers. Using 75th anniversary of AS1 as the theme.

Cate Lamb & Bill Tibbs to cover book group.

Nancy Wood confirmed as minister and will do the morning chapel on Sunday evening (the first night)

Still need a volunteer for the art auction.

When to schedule governance meeting? usually on Sunday, but that will be arrival day; and Monday is the 4th. May schedule it at a different time. May be able to accommodate remote attendance as well.

Next Meeting on 3/1 at 7:30 pm EST

Minutes submitted by Katy Biron

AS1 Executive Committee Meeting

March 1, 2022--via Zoom

Present: Cathy Bertasi, Katy Biron, Andy Bristol, Stan Corfman, David Epstein, Jeff Loewer, Jill Loewer, Susan O'Loughlin, Shelley Powsner, Gabrielle Prochaska, Janice Prochaska; Keith Knox, David Yermack

Not Present: Scott Stewart

Registrar's Report--Susan O'Loughlin

March 10th is the cutoff for on-time registration. We have 30 more spaces to fill (out of 260). 46 registrees are kids under 18.

There are a couple requests for folks to attend partial dates but we will be prioritizing full week guests. A number of potential Pels have applied who may drop out, but they won't know until mid-March. Susan will send out a registration reminder later this week.

Treasurer's Report--David Yermack

Nothing to report.

Chairs Report--Jeff & Jill Loewer

All plans with speaker are going well.

We will hear about the ISAUU grant sometime next week.

Working on finding volunteers for various jobs. Katy Biron taking on art auction; Stephanie Sersich & Steve Skrovan will be covering children's chapels; Hanne Winarsky will find speakers for Talks on the Rocks. Shelley Powsner will cover evening chapels. April Castoldi is working on the T-shirt design.

Starting to figure out the schedule. Sunday chapel will be in the evening. Chairs meeting on Wednesday afternoon?

Covid guidelines: All staff and overnight guests will have to be fully vaccinated (per CDC definitions).

Mask rules are not clear yet.

New Business

Keith noted that two agreements have been sent to SIC and were attached to agenda for review: the 2022 Letter of Understanding, and the Conference Youth Program Agreement. No vote needed.

Next Meeting: Tuesday 4/5/22--7:30 pm EST via Zoom

Minutes submitted by Katy Biron

AS1 Executive Committee Meeting—4/5/22

Present: Katy Biron, Andy Bristol, David Epstein, Jill Loewer, Susan O'Loughlin, Shelley Powsner, Gabrielle Prochaska, Janice Prochaska, Keith Knox, Scott Stewart, David Yermack

Not Present: Stan Corfman, Cathy Bertasi, Jeff Loewer

March minutes approved.

Registrar's Report: Susan O'Loughlin

3/10/22 was the registration deadline, and we had just under the 260 cap for registrars, then a few more came in & we started a waitlist. Currently we are at 259 with 6 partial week registrations on the waitlist (when combined, the partial registrations would only take up 2 spaces). Mike Bray has asked us to manage the waitlist as a virtual list and then have folks register for the conference when spots open to ensure that registration & conference fees are paid.

Financial aid applications--several went to the Island registrar instead of directly to us; but we have applications from 6 households (10 individuals)--requesting \$5800 in total.

Treasurer's Report: David Yermack

No financial activity since the last meeting. The island will hold on to the registration payments until July and then credit them to us.

Chairs Report: Jill Loewer

We received \$600 in grant money to help pay for Jean Rowe & Liam Robinson, and the conference will also contribute \$600, with the balance covered by the Island.

On-island Governance Council meeting will be Wednesday at 1:30.

T shirt plans and volunteer assignments/planning for the usual events are under way.

Grand march will have a new song written by AS1 folks.

Other Business

Peter Squires reached out to the Loewers because Corey Easter no longer wants to be the rep for the annual fund--so we will need to address this in the near future.

Fall Governance meeting--do we want to commit to having it on the island?

Justine is recommending that folks register for the Chamber Music weekend--which would be an additional \$125 (covering musicians, insurance, etc) in addition to the room/board fees.

However, they can't accommodate an influx of folks for the nighttime concert in the chapel, so we might have to schedule something else at the same time to work with that.

Also discussed possibly going Labor Day weekend, which is Pel Reunion weekend, which might be less expensive; but that overlaps with the AS1 music group that goes to Ferry Beach. It does not look like Ferry Beach is open after Labor Day.

Weather issues are also frequent in September.

Folks have looked for alternate locations in the past, but it has been difficult to find someplace that is centrally located and not too expensive.

Can we reserve a smaller group spot at the Guest House and do a hybrid meeting from there?

What about downtown Boston? Expensive but more to do in the off hours.

And of course we don't know what will be happening with Covid.

Decision made that doing the meeting on island may not be feasible.

Next meeting: 5/3/22 7pm–Zoom

Minutes submitted by Katy Biron

AS1 Executive Committee–5/3/22

Present: Cathy Bertasi, Katy Biron, Andy Bristol, David Epstein, Jill Loewer, Susan O'Loughlin, Shelley Powsner, Gabrielle Prochaska, Keith Knox, Scott Stewart, David Yermack

Not Present: Stan Corfman, Jeff Loewer, Janice Prochaska

April minutes approved.

Registrar's Report: Susan O'Loughlin

Currently have 251 conferees and 7 overnight guests. Highest nightly count is 255. --97% full. No one currently on the waitlist.

Financial aid--5 households (9 individuals) have applied, \$4728 approved so far, which is under our budget; we may still get a few more applications.

Treasurer's Report: David Yermack

Not much to report; he has secured the insurance we need to have for the conference (\$360).

Chairs Report: Jill Loewer

All going well, continuing to work on volunteer assignments; chapel planning with Nancy Wood; Porch News. Banquet Night theme will be The Gilded Age.

Other Business:

Louise Williams has agreed to be our rep for the annual fund.

Fall meeting--fully remote? Still thinking about trying to do something where at least some folks could be in person, possibly near Boston. Keith to follow up with Deb Weiner.

Next meeting June 7th--7:30 pm EST.

Minutes submitted by Katy Biron

ASI Executive Committee Meeting – June 7, 2022

Present: Cathy Bertasi, Katy Biron, Andy Bristol, Stan Corfman, David Epstein, Jeff Loewer, Jill Loewer, Susan O'Loughlin, Shelley Powsner, Gabrielle Prochaska, Janice Prochaska, Keith Knox, Scott Stewart, David Yermack

Not Present: Stan Corfman

May minutes approved.

Registrar's Report: Susan O'Loughlin

231 people registered as of now. Numbers likely to change in the next month with all the uncertainties around Covid. Susan has been spending time tracking down folks who have not uploaded vaccination cards.

Treasurer's Report: David Yermack

Nothing new to report. Need to find the signs w/ QR codes that we used last year, or make new ones

Chairs Report: Jeff & Jill Loewer

Lots of things up in the air, some last minute cancellations and volunteer job changes. Porch News is almost done, T-shirt orders are underway, chapel services are covered, things are on track.

Discussion of mask mandates; folks need to know the island's plan ahead of time so that they can make decisions about whether to attend. Jeff/Jill to ask Justina if we can know a week ahead.

For last night of conference: planning a dance party in Brookfield & an intergenerational jam session from 11-1. Would like to include senior teens and young adult musicians. Are we okay with having them in the room with adults who may be drinking? Discussed asking folks to just not bring alcohol to the event. Other option is to have someone monitor the alcohol to keep an eye on things.

What events should be streamed? Jeff was planning on streaming the morning theme talks & the evening events, where possible.

Update from council of conferences meeting: Katy Biron

First discussion question: how do we keep in contact w/ conferees who aren't hooked in to technology? Some conferences are struggling with this while others are finding creative ways to keep folks engage.

ideas:

--year long buddy system (similar to an on island buddy for new conferees)

--Facebook posts (but some folks don't always see posts on facebook even if they log on occasionally)
--does each conference need a more formal outreach program? coordinator? some conferences have a marketing team
--one conference got a list of all those folks who had attended since 2014, but not recently; they converted to a google doc and did outreach to those folks w/ positive results
--for AS1--could healing & rec take some of this on? or board members?
--some conferences send postcards (even a photo postcard) reminding folks of upcoming conference
--AS1 artists sent out watercolor postcards about a year into the pandemic and those were well received
--for folks who aren't at conferences--we could make cards at the conference that folks could sign & send to them

New Business

Katy will have a conflict with Tuesday night meetings beginning in the fall. At our August meeting we will have to decide if we want to move the meeting to another night.

Discussion of possible changes to Financial Aid policy. A conferee who is currently attending Union and wants to have a second week on the island requested 50% financial aid in order to do so. Financial aid committee approved it but wasn't sure they felt comfortable with it becoming a pattern, as using aid to fund a second week does not seem to be part of the intended spirit. Changes to the policy were proposed & will need more review and discussion. Susan will bring feedback to the financial aid committee. Katy Biron & David Epstein offered to work with Susan to take a look at the policy and begin the process of drafting an updated version, with a focus on recognizing the value of economic diversity while also making sure the Financial Aid committee has clear and helpful guidelines for making decisions. A draft version could be brought to the fall annual meeting for review. Will need follow up at August meeting.

Minutes submitted by Katy Biron

AS1 Executive Committee–8/2/22

Present: Katy Biron, Andy Bristol, April Castoldi, Stan Corfman, David Epstein, Jeff Loewer, Jill Loewer, Susan O'Loughlin, Shelley Powsner, Gabrielle Prochaska, Janice Prochaska, Keith Knox, Scott Steward, David Yermack

Not Present: Cathy Bertasi, Ray Castoldi

Minutes from June meeting and July on-island meeting were approved.

Registrar's Report: Susan O'Loughlin

Final numbers for 2022 conference: 218 full week conferees, 32 COGs, 50 cancellations. (Original target was 260 conferees.) Lots of last minute aid requests, schedule changes, etc., which created a lot of work for the registrar, committee, etc. Possibly more chaotic this year because conference was not full, so there was room for last minute requests. But some aid requests were made on island, which is unfair to the folks needing to meet to review and approve applications.

Treasurer's Report: David Yermack

Deficit close to 7K on this year's conference--registrations down, smaller numbers of folks to buy other items (t-shirts, clams, etc.) We did well on social hour, spent 6K but made 7K; and the art auction raised \$19,485, which is a net gain of \$12,500.

We can decide what to do with that money in October. We could opt to give most to the island, maybe hold some back for the financial fund. We still would have lost money even with 260 guests, so we need to do some longer term planning. We can't continue to rely heavily on the auction forever.

Scholarship fund currently has \$8800, we spent \$4800 this year in financial aid

Taking credit card payments has been helpful, even with the fees

Total amount of cash handled was about \$7500. David frequently delivered cash to front desk to pay the amount on conference bill & minimize the number of checks going back & forth, and that worked well. Amount of cash handled is likely to go down in future years.

David expects the amount of cash handled to go down each year.

Chairs Report: Jill & Jeff Loewer

Indoor masking was required, but weather was good & folks could be outside. Gatherings in the stone village were well liked. Speaker & his extended family fit in well and brought a nice tone to the week. Robinson & Rohe song-writing workshop & concert was great. Last night intergenerational jam session (and earlier dance party for kids) was also successful.

First night was a bit of a challenge--doing Nancy's chapel that night made for a very long day.

Social hour food worked out really well.

Overall a success!

New Business:

Change in Meeting Nights--currently meeting first week of the month on Tuesday, but that will no longer work for Katy beginning in September. New plan: first Wednesday of each month.

Healing & Reconciliation Committee--Deb Wiener brought some questions to Keith. The group has a charter, but it's not clear the committee understands how to proceed with it, as original members are no longer very involved. Do we need to revisit the charter and how the committee should function? This group initially came about as a subcommittee of the Exec Committee, and at that time there were folks with some experience/training with conflict resolution work and facilitation/mediation. It's not clear that we still have that type of experience on the committee. It takes significant personal experience & skill for people to manage issues brought to them. Keith will reach back to the group to see if there is a desire to have a larger conversation.

Financial Aid proposal--needs to be rewritten--Katy, David E, Susan--need to set up a time to meet to do this, with hopes to discuss this at the fall meeting.

Fall Meeting--will be on Zoom. Keith & Deb suggested October 22nd at 2pm--details to be worked out. Keith will need Chairs Report, Treasurer Report, Registrar report, new Chairs report/plans.

Next meeting: Wednesday 9/7 at 7:30 pm EST

Minutes submitted by Katy Biron

AS1 Executive Committee Meeting 9/7/22

Present: Cathy Bertasi, Katy Biron, Andy Bristol, April Castoldi, Stan Corfman, Susan O'Loughlin, Shelley Powsner, Gabrielle Prochaska, Janice Prochaska, Keith Knox, David Yermack

Not Present: Ray Castoldi, David Epstein, Scott Stewart

Registrar's Report: Nothing to report

Treasurer's Report: All reimbursement checks from conference have been cashed. Nothing new to report.

Chairs Report: April & Ray reviewed all surveys and collated some of the details. Discussed some of the issues/complaints about ice cream social, Grand March, Banquet Night, island conference issues (food quality, buffet dining).

Plans for 2023: Speaker will be April's uncle, Earl Showerman, who studies the Shakespeare authorship question. Starting to work on scheduling & event planning, would like to include an intergenerational Beatles 'evening', restore Children's Stunt Show, & maybe make some changes to the banquet. More to come!

Other Business:

The Nominating Committee reached out to Keith because they would like to have Theo Griffin join that committee, but they need a nominee who is not a former chair and who is not on the Governing Council. Theo actually has one year left in his term on Governing Council. Executive Committee agreed to waive this requirement for one year, so that Theo can be offered the spot on the nominating committee.

Review of Financial Aid policies--Susan O'Loughlin, Katy Biron & David Epstein had offered to do this but have not done it yet. Susan and Katy agreed to work on this asap with a plan to discuss at Executive Council Meeting in early October and then bring to the annual meeting.

Annual Meeting planning--Keith will need the following from various people:

Minutes from 2021 Annual Meeting--Katy Biron

Registrar's Report--Susan O'Loughlin

Treasurer's Report--David Yermack

2022 Chairs Report--Jill & Jeff Loewer

2023 Chairs Status Report--April and Ray Castoldi

Annual Fund Progress--Louise Williams?

Corporation Report--Caroline Quijada

Council of Conferences Report--Louise Williams

Evaluations --summary from 2022--Keith Know

Exec Council report--summary of decisions made during the year--Keith Know

Minutes submitted by Katy Biron

AS1 Executive Committee Meeting 10/5/22

Present: Katy Biron, Andy Bristol, April Castoldi, David Epstein, Jeff Loewer, Susan O'Loughlin, Shelley Powsner, Keith Knox, Scott Stewart, David Yermack

Not Present: Cathy Bertasi, Ray Castoldi, Stan Corfman, Jill Loewer, Gabrielle Prochaska, Janice Prochaska

September minutes reviewed & approved.

Many thanks to Jeff & Jill for all their work on the 2022 conference! They will be leaving the executive committee after this month.

Council of Conferences reps: Katy Biron & Beth Corsa have agreed to take on this role for another year.

Registrar's Report: Susan O'Loughlin--nothing new to report

Treasurer's Report: David Yermack--nothing new to report

2023 Chairs Update: April Castoldi

Nancy Wood will be minister of the week. April & Ray starting to work through the schedule & plan events. Planning going well so far! Brief discussion of using social media and other tools to share information with potential conferees. May want to look in to purchasing a basic email service (such as Constant Contact or Mail Chimp) to make sending group emails/newsletters easier.

Planning for Annual Meeting (10/22):

Keith working on agenda and gathering all of the reports.

Financial Aid Policy--proposed update--Susan O'Loughlin worked on editing the policy, removing some extraneous language that did not seem essential.

Discussion of goals of financial aid: to encourage current conferees to apply for support, because some may have an ongoing need; but also to try to make the conference feasible for new shoalers. Recognizing and promoting economic diversity and equity should be a purpose of the policy.

Came up with new draft to be presented at the Annual Meeting.

Minutes prepared by Katy Biron.

AS1 Executive Committee Minutes 12/7/22

Present: Katy Biron, April Castoldi, Stan Corfman, Ken Hallows, Susan O'Loughlin, Shelley Powsner, Gabrielle Prochaska, Janice Prochaska, Keith Knox, Scott Stewart, David Yermack

Not Present: Andy Bristol, Ray Castoldi, David Epstein

October minutes approved.

Keith has agreed to continue as convenor.

Registrar's Report: Susan O'Loughlin

Mike Bray has left position as Island Registrar

2023 Registration will open 1/15/23

Our conference will be 7/2 to 7/9--Sunday to Sunday--rates not decided yet

1/4/23 is the first chairs/registrar's meeting--same night as our next meeting--so we will move our meeting time to 8pm

Treasurer's Report: David Yermack

Nonprofits can now use Venmo and we have been onboarded, so that will be another electronic payment option next summer.

Chairs Report:

All is on track. April is creating & sharing some great posts on social media.

Keith suggested that Exec Committee work on updating the general information document for chairs, to make it more specific to AS1

Other Business: New financial aid policy has been uploaded to our website.

Minutes submitted by Katy Biron