

SENIOR SCHOLARS AT QUEENS – BOARD OF DIRECTORS ZOOM MEETING

October 2025 – 10/15/2025 @ 2:00 pm

MINUTES

Board Members Present :

Executive Committee : Steve Lauer (President), Carlos Glender (1st VP), Said Atri (2nd VP), Jack Gill (Technical VP & Tech A/V Chair), Glenn Paton (Treasurer), Don Campbell (Secy)

Len Norman (2nd Past President & Nominating Comm Chair)

At-Large Directors : Aimee Hite (2028 & Website Comm Chair), Pam Nemecek (2028 & Membership Comm Chair), John Koch 2026 & PUMC Liaison), Kristan Smith (2026 & Wildacres Co-Chair & Email Comm Co-Chair), Carol Kesmodel (2027 & Moderators Coordinator)

Other Attendees : Gordon Haymond (Tech A/V Comm), Nancy Stancill (Social Comm Chair), Linda Brandt (Social – Lunch Bunch Comm Chair)

Queens University Representative : (Allison Meyer-Tucker, absent)

A quorum of 12 Board Members being present, the President opened the meeting.

The Secretary presented the Board Minutes of September 10, 2025, as prepared by former Secretary, Barbara Devinney. No changes being made, the Board duly approved :

Approved : the Board Minutes of Sept 10, 2025.

The Treasurer reviewed the organization's finances. The accounts remain strong, but paid renewals are lagging the prior year by about 10% which could mean an income shortfall of about \$2,000.

The Nominating Comm Chair proposed the nominees shown on **Attachment B**, and the Board duly approved :

Approved: The 2026 slate of Officers and Committee Chairpersons as shown on Attachment B.

The Website Comm Chair reported work was proceeding on a Holiday Luncheon page for the website. The Technical VP asked if those relatively few archived presentations that are open to the public could be accessed by the public directly from the public web page (without going through the password process) ? The Website Comm Chair will investigate and report.

The Email Comm Chair reported on e-mail projects underway.

The Curriculum Comm Chair reviewed the upcoming 2025-2026 schedule of speakers.

The Social Comm Chair reported that planning for the Dec. 3 Holiday Luncheon is nearly complete. The venue will again be Maggiano's in SouthPark Mall, at a price of \$50/person. The speaker will be the founder of the Charlotte Ledger online newspaper. Payments can be made online, by check or cash.

Also, the Nov. 5 Field Trip bus to the Earl Scruggs Center is sold out with 56 subscribers and a waiting list. Additional members are welcome to self-drive and join the bus attendees at the Center.

The Lunch Bunch Comm Chair reported that lunch signups can now be made online as well as at the signup table at Friday presentations.

The Membership Comm Chair reviewed the status of current renewing members and new members.

| | <u>This Mo.</u> | <u>1 Year Ago</u> | <u>3 Years Ago</u> |
|------------------------------|-----------------|-------------------|--------------------|
| NET ASSETS | \$52,205 | \$55,018 | \$57,665 |
| 2025/2026 MEMBERSHIPS | 875 | 928 | 900 |

The PUMC Liaison asked that Field Trip attendees park in the far North end of the parking lot in order to not tie-up closer parking spots for church event attendees.

The Wildacres Co-Chair reported that the 2026 lodging costs have been agreed upon for the April 27-30 event. Speakers have been chosen and other planning is well underway.

New Business :

The proposed amendments to the May 14, 2025 Amended SSQ Procedures as shown on **Attachment A** were discussed. The language revisions to Procedure 1, Section 2 regarding dates for luncheons was determined to be unnecessary and will be dropped.

The missing language for Procedure 17 on Email Committee duties will be developed by the President and the Email Comm Co-Chair for approval at the November Board Meeting.

The Treasurer opined that the language in Procedure 18, approved on May 14, 2025, regarding the new provision for surplus funds needs additional redrafting.

The Zoom meeting was adjourned at 3 :15pm

Next Meeting : Wednesday, November 12, 2025 at 2 :00pm

Submitted by Don Campbell, Secretary

Attachment A

OPERATING PROCEDURES OF SENIOR SCHOLARS AT QUEENS (SSQ)

A Subordinate Addendum to the Bylaws of Senior Scholars (the "Organization")

Last Amended: **May 14, 2025**

Procedure 1 – Weekly Live Educational Presentations

- a. Educational presentations will be held each Friday, from 10:00-11:00 AM (with a post-session Q&A ending no later than 11:30 AM) generally on the following weekly schedule:
 - 1) Beginning the second week of January through the last week of May and beginning the second Friday in September through the last Friday in November.
 - 2) The schedule may be adjusted by the Curriculum Committee to account for holidays and venue conflicts. No presentations will be scheduled for the Friday immediately after Thanksgiving. In lieu of an educational presentation, the first Friday in June will be reserved for a Spring Luncheon and the first Friday in December will be reserved for a Holiday Luncheon.
 - 3) Educational presentations will be publicized in advance on the Website and by means of weekly emails to members.
 - 4) SSQ will not meet in person when the Charlotte-Mecklenburg Schools are closed for in-person attendance due to inclement weather. A presentation by Zoom may be held if feasible. Members will be notified by email of any change in scheduled presentations.
- b. The current venue will be Wolfe Hall at Providence United Methodist Church (PUMC), with a podium, lectern, and up to 500 chairs.
- c. The 2nd Vice President will review the venue, arrange signage, and place the opening bell and speaker's water bottle at the podium. The 2nd Vice President will arrange for the review of membership cards as members arrive and report the attendance to the presiding chair.
- d. A representative of the Membership Committee will set up the Membership table for new members, renewing members, and guests. Dues (as approved January 2022) will be as follows:
 - 1) New members: \$35 per year (including magnetic ID badge)
 - 2) Renewing members: \$25 per year
 - 3) Guests: A suggested contribution of \$5 for in-person attendance at an educational presentation.
 - 4) Members over age 90: No charge, complimentary magnetic ID badge
 - 5) Service fees for payment processing and taxes, if any, may be added.
- e. A representative of the Social Committee will see that refreshments are available by 9:30 AM.
- f. A representative of the Technical Committee will arrange to set up the audiovisual system.
- g. The 1st Vice President will greet the speaker and arrange for the technical committee to give the speaker a microphone. Unless provided earlier, the speaker will give the Technical Committee a copy of the

electronic file of slides to be used during the presentation. The 1st Vice President will escort the speaker to a seat near the podium.

- h. At 10:00 AM, the President will ring the opening bell and make opening comments.
 - 1) The President will call on the 1st Vice President or a Curriculum Committee member to introduce the speaker. Speakers should begin their talk around 10:05 AM and conclude around 10:45 AM, but no later than 11:00.
 - 2) The President will thank the speaker, open a Q&A session, if time permits, and introduce the moderators, who will assist members in asking questions or relay questions asked online.
 - 3) The President will announce that the Organization will make a donation in the name of the speaker to their charity of choice, demonstrating community involvement, along with a one-year membership in Senior Scholars, with a membership card.
 - 4) The President will adjourn the session after presentation of the gift, which will occur no later than 11:30 AM. The President will close the session by ringing the bell.
- i. The 2nd Vice President will close the venue and store the bell and signage. The 2nd Vice President will draft and send an appropriate thank-you letter to the speaker on behalf of the Organization.

Procedure 2 – Virtual Electronic Educational Presentations

- a. The procedure for virtual educational presentations will generally conform to the guidelines for live presentations. Virtual presentations will be announced to members in the same manner as the live presentations.
- b. Zoom Webinar software will be used with a license permitting up to 500 virtual attendees.
- c. The timing of the speaker's talk will generally conform to the guidelines for live presentations. The Zoom Q&A feature will be used in place of a live Q&A session.
- d. There will be no membership or social arrangements.
- e. The Curriculum Committee may organize other virtual programs for members with the approval of the Board of Directors.
- f. Zoom registration for virtual programs requires current year membership or guest payment of \$5 plus \$1 PayPal fee.

Procedure 3 – Hybrid Educational Presentations

- a. Hybrid presentation procedures will generally conform to the procedures for live presentations. They will be announced to members in the same manner as live presentations.
- b. Hybrid presentations will consist of two simultaneous parts: 1) a live presentation in Wolfe Hall and 2) online streaming via Zoom for members who choose not to or cannot attend in person. Zoom registration for presentations requires current year membership or guest payment of \$5 plus \$1 PayPal fee.

- c. Moderators will assist in-person attendees in asking questions, track the Zoom Q&A feature and submit live questions to the speaker on behalf of Zoom attendees during the session's live Q&A session. Moderators are encouraged to ask questions of their own.

Procedure 4 – Recording of Educational Presentations

- a. The Technical Committee will arrange to record each presentation and process such recordings pursuant to Procedure 6(e).

Procedure 5 – Treasurer Duties

- a. The Treasurer will:
 - 1) Prepare an annual budget for the coming year, to be submitted at least fifteen (15) days in advance of the end of the year for approval at the first Board of Directors meeting of the new year.
 - 2) Prepare an operating reserve forecast and, in keeping with the annual budget process, recommend to the Board of Directors any changes to future expenses and income to maintain a minimum operating cash reserve of \$30,000.
 - 3) File state and federal tax returns, including IRS Form 990-N.
 - 4) Disburse funds for budgeted expenses and for unbudgeted expenses per reporting month (i) up to \$100 approved by the President, or (ii) up to \$500 as approved by the Executive Committee. All other unbudgeted expenditures must be approved by the Board of Directors.
 - 5) Deposit cash, checks and credit card receipts from dues, donations, the Wildacres Retreat, and the like, into the Organization's checking account.
 - 6) Ensure that expenses and revenues related to the Wildacres Retreat and any other event that has or might have significant expenses and/or revenues are settled.
 - 7) Prepare revenue, expense, and investment reports as needed by the Board of Directors, and in conformance with requirements of Form 990-N, Nonprofit and Governmental Entity Claim for Refund of State Taxes, and with Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations.
 - 8) Secure an insurance policy for the Organization with coverage of both General Liability and Directors and Officers exposures in independent amounts of \$1,000,000.
 - 9) Serve as designated Agent of record for SSQ with the North Carolina Secretary of State's Office and file any documents required by that office.
 - 10) Maintain a detailed document of Treasurer duties, including key contacts, to assist successors.

Procedure 6 – Curriculum Committee Duties

- a. The Committee will be chaired by the 1st Vice President, assisted by the 2nd Vice President and the Program Managers. The 1st Vice President will appoint the Program Managers. The 1st Vice President will also appoint a Moderator Coordinator to identify and support the Q&A moderators.
- b. The Great Decisions Program Manager will be responsible for securing speakers to talk on the subjects of selected chapters in the Great Decisions Briefing Book each year. For this purpose, the Committee will reserve up to eight (8) educational presentation slots in the late Spring and Fall schedule for purposes of scheduling Great Decision speakers.
- c. The Chairperson and the Program Managers will be responsible for:

- 1) Securing from each speaker his/her contact info, email address, phone number, photo image, a summary of experience and credentials, talk title and summary and ensuring that each speaker completes the online registration for in respect of his or her planned presentation.
 - 2) Ensuring publicity for each speaker.
- d. The Committee will not invite a speaker who has announced as a candidate for election or an elected official who could announce for re-election within a year of the proposed talk.

Video recordings of speakers' presentations will be made by the Technical Committee as set forth in Procedure 4. The 1st Vice President shall review each presentation to determine whether posting that video might create undesirable risk for the Organization, on account of potential violations of copyright law or another concern. Upon completing such review, the 1st Vice President shall determine whether to post the video on the public-facing portion of the Organization's website or on the members-only portion of the Organization's website. In each case, the 1st Vice President shall determine how long the video shall remain on the website, up to a maximum period of two years.

- e. The 1st Vice President will maintain a detailed document of Curriculum Committee duties, including key contacts, to assist successors.

Procedure 7 – Secretary Duties

- a. The Secretary will:
1. Prepare and distribute a draft of the minutes of Board of Directors and Executive Committee meetings to respective members for review in advance of the next following meetings. The Secretary will forward approved minutes to the Webmaster for posting to the website where they may be accessed by Board members.
 2. Serve as Parliamentarian.
 3. Track Board member attendance and maintain up-to-date roster of officers and Board members.
 4. Collect and maintain an archive of pertinent Organization documents, including minutes, budgets, financial reports, and contracts.
 5. Collaborate with the Membership Chair in producing an annual Board of Directors Handbook, to include Board Roster, cell phone and email contacts, Articles of Incorporation, Bylaws, Operating Procedures, and meeting schedules.
 6. Update Senior Scholars Bylaws and Operating Procedures to incorporate changes made by the Board.
 7. Maintain a detailed document of Secretary duties, including key contacts, to assist successors.

Procedure 8 – Technical Vice President Duties

- a. The Vice President will chair the Technical Committee and oversee efforts to:
- 1) Develop and maintain up-to-date electronic systems, software programs, and protocols for the Organization's activities.
 - 2) Provide assistance as needed to the Website Committee and Membership Committee Chairpersons.
 - 3) Maintain a detailed document of Technical duties, including key contacts, to assist successors.

- b. Support and coordinate the work of Technical Committee members, report budgetary needs to the Treasurer, and make regular reports to the Board of Directors and, as requested, to the Executive Committee.

Procedure 9 – Social Committee and Subcommittee Duties

- a. The Chairperson(s) will chair the Social Committee and
 - 1) Provide assistance to subcommittees as needed.
 - 2) Hold Social Committee meetings as needed.
 - 3) Attend Executive Committee meetings, as needed, to report on activities.
 - 4) Attend monthly Board of Directors meetings to report on activities.
 - 5) Prepare an annual budget for Social Committee activities.
 - 6) Maintain a detailed document of Social Committee and Subcommittee duties, including key contacts, to assist successors.
- b. Field Trip Subcommittee Duties.
 - 1) Planning and managing day trips in the Charlotte area for interested members, including selecting, publicizing and managing signups. Field trips are selected in Coordination with the Curriculum Committee, often to broaden the experience that members have in some presentations Or other programs. 2) Leading field trips and arranging transportation and collecting member payments, as required.
- c. Lunch Bunch Subcommittee Duties
 - 3) Planning and managing luncheons at Charlotte area restaurants for interested members following regular speaker programs.
 - 4) Publicizing luncheons and managing signups.
- d. Coffee Subcommittee Duties
 - 1) Providing coffee, tea and treats/donuts at regular speaker programs.
 - 2) Purchasing coffee supplies, setting up and cleaning up.
- e. Luncheons Subcommittee Duties
 - 1) At the Board's request, organizing a Spring Luncheon, on or around the first Friday in June and a Holiday Luncheon, on or around the first Friday of December.
 - 2) Planning and managing Spring and Holiday Luncheons including arranging speakers in coordination with the Curriculum Committee.

Procedure 10 - Wildacres Retreat Chairperson(s) Duties

- a. The Chairperson(s) will:
 - 1) Preside over the Committee and provide all planning and arrangements for the retreat.
 - 2) Work with the Wildacres staff to secure the retreat date.
 - 3) Recruit one or more speakers for the retreat and advise the Curriculum Committee.
 - 4) Prior to retreat registration, advise the Executive Committee and the Board of the retreat budget.
 - 5) Manage the day-to-day operation of the retreat.
 - 6) Publicize the retreat and encourage participation by members, officers, chairpersons, and the Board.

- 7) Maintain a detailed document of Wildacres Retreat duties, including key contacts, to assist successors.

Procedure 11 – Membership Committee Chairperson(s) Duties

a. The Chairperson(s) will:

- 1) Maintain an electronic database of members.
- 2) Accept annual membership renewals for the coming year from the first week of September until the end of the concluding year.
- 3) Provide the Board of Directors with a monthly summary of the number of new members, renewing members, and guests. The March report will include the number of lapsed members who have been notified but who have not renewed their memberships.
- 4) Provide data for an electronic membership directory to be made available to members. No print version of a member directory will be prepared. Members may access the online Member Directory containing names and email addresses once their membership credentials are verified. Addresses and phone numbers will not otherwise be made available.
- 5) Design and distribute annual membership cards.
- 6) Manage membership payments and provide related reports to the Treasurer.
- 7) Collaborate with the Secretary in printing and distributing an annual Board of Directors Handbook.
- 8) Maintain a detailed document of Membership Committee duties, including key contacts, to assist successors.

Procedure 12 – Webmaster(s) Duties

a. The Webmaster(s) will:

- 1) Chair the Website Committee.
- 2) Ensure that the website contents include, among other website contents selected by the Website Committee:
 - (a) Directory of members.
 - (b) Brief history of the Organization.
 - (c) The most recent copy of the Bylaws and these Procedures.
 - (d) Current officers, directors, and chairpersons of the Organization.
 - (e) List of past Presidents of the Organization.
- 3) Update the website content on an appropriate frequency (e.g., speaker updates on a weekly basis, current officers on an annual basis, etc.)
- 4) Ensure that membership emails are sent as required.
- 5) Ensure that website and email statistics are collected and reported as needed to the Board of Directors.
- 6) Maintain a detailed document of Webmaster duties, including key contacts, to assist successors.

Procedure 13 – Nominating Committee Chairperson(s) Duties

a. The most recent past President will chair the Nominating Committee and oversee efforts to:

- 1) Propose a nominee from the membership to fill the position of 2nd Vice President for the coming year. Nominees may not be past Presidents.

- 2) Propose three nominees from the Standing Committee members to fill the three positions of At-Large Director whose three-year terms are ending in the current year. Nominees may serve multiple terms as At-Large Directors.
- 3) Present these nominees to the Board of Directors each year for information at the October Board meeting and for approval at the November Board meeting. The approved nominees will be announced to the members at the Annual Meeting and begin their terms on the first day of the coming year.
- 4) Propose Standing Committee Chairperson nominees to the Executive Committee for approval as needed.
- 5) Maintain a detailed document of Nominating Committee duties, including key contacts, to assist successors.

Procedure 14 – Venue Liaison(s) Duties

- a. The Chairperson(s) will:
 - 1) Maintain contacts with staff at PUMC relating to the Facility Use Agreement.
 - 2) Report to the Board of Directors on current events at PUMC that might impact on the Organization's use of the facility.
 - 3) Maintain a detailed document of venue liaison duties, including key contacts, to assist successors.

Procedure 15 – Queens Liaison(s) Duties

- a. The Chairperson(s) will:
 - 1) Maintain contacts with leadership staff at Queens University relating to the most-current Memorandum of Understanding between Queens and the Organization.
 - 2) Maintain a detailed document of duties of the Queens Liaison, including key contacts, to assist successors.
 - 3) Advise the Board of any matters that arise in discussion with the staff of Queens University that may require changes to SSQ procedures or policies.

Procedure 16 – Marketing and Cultural Diversity Committee Chairperson(s) Duties

- a. The Chairperson(s) will:
 - 1) Lead committee activities, in conjunction with other committee chair partners.
 - 2) Communicate with committee members and hold committee meetings as needed.
 - 3) Recruit committee members as needed.
 - 4) Request any funding needed for activities from President or Board, depending on level of funding requested required.
 - 5) Be responsible for providing committee projects, status and future plans to the Board of Directors at monthly meetings, and other meetings as requested, and obtain any necessary approvals.
 - 6) Maintain a detailed document of Committee duties, including key contacts, to assist successors.
- b. The Committee will:
 - 1) Increase awareness of the organization through written or electronic materials and through outreach with other groups in the community.
 - 2) Organize and participate in events at educational presentations of the organization or in conjunction with other groups that benefit and enhance member satisfaction with the organization.

- 3) Participate in the events of other community groups to help raise awareness of the organization.
 - 4) Organize and participate in events and contacts that will serve to raise the cultural diversity of the membership, programs and organization.
- c. Organizations interested in group access to Senior Scholars' presentations may be offered a 30-day free trial, at the end of which they would have the opportunity to sign up for annual membership.
 - d. Organizations and retirement homes are offered an annual group rate, as set by the Board, with a trial period to make sure they can coordinate their equipment with Senior Scholars' programs.
 - e. Promotions of other organizations and their offerings to SSQ members are limited to those of Queens University, unless the organizations are participating in SSQ educational presentations or expos.

Procedure 17 – E-mail Committee Chairperson(s) Duties:

- a. (Duties to be described) NB: see draft Description of E-mail Committee

Procedure 18 – Distribution of Surplus Funds:

- a. Non-checking account monies on hand in excess of the Operating Reserve and Secondary Reserve (such excess referred to as Surplus) at the end of any fiscal year would be available to either defray expenses for additional services to our members (e.g. no-cost or reduced-cost bus or shuttle transportation for field trips) or to be donated to other non-political, nonprofit organizations.
- b. Initially, SSQ would distribute no more than ten thousand dollars (\$10,000) of the Surplus per year. Once the current Surplus has been spent, SSQ would look to distribute the funds invested at the end of a fiscal year minus the Reserves.)
- c. Donations to non-profit organizations should be of a meaningful size (i.e., at least five hundred dollars (\$500) in each instance).
- d. In making donations to other non-profits, priority would be given to organizations within a 25-mile radius of Charlotte (though exceptions could be made at the discretion of the committee/Board) or to organizations with which Senior Scholars has an ongoing relationship.
- e. If in any year SSQ has to use some of the Reserves for operations, replenishing same would take priority over additional services or donations to other non-profits.
- f. Each year, the Board shall appoint a committee of three persons, two of whom shall be members of the Board and the third of whom shall be selected by the Board from the general membership of SSQ, to make recommendations to the Board regarding appropriate uses of the Surplus. Nominations for membership on such committee can be made by the President or the Nominating Committee.

Procedure 19 – Winding-Up

- a. In the event of dissolution of the Organization, if any, the Board will direct the remaining net assets, if any, to the benefit of one or more non-profit organizations supporting senior concerns.

Procedure 20 – Miscellaneous

- a. Emails and any other correspondence addressed to the Organization will be collected and reviewed by the 2nd Vice President, or the 2nd Vice President's representative, who will forward the communication to the appropriate officer or chairperson for response.
- b. Educational presentation speakers may sell their publications to members at the end of their talk, if approved in advance by the President.
- c. The Membership period for both New and Renewed Membership extends from the date of purchase to:
 - 1) The end of the current year if purchased prior to June 1.
 - 2) The end of the subsequent year if purchased on or after June 1.
- d. These procedures may be adopted, modified, or deleted by a vote of more than 50% of the entirety of the Board of Directors with designated voting power.

IN WITNESS WHEREOF, the Organization has adopted these Procedures as an addendum to the Bylaws as of the date above written.

Senior Scholars, a North Carolina Non-Profit Corporation

Affirmed by: s/Steven A. Lauer
Steve Lauer, President

s/Don Campbell
Don Campbell, Secretary

Attachment B

Board of Directors and Committees 2026

Presented at October 8 2025 Board Meeting

| BOARD OF DIRECTORS: | |
|----------------------------|---|
| Officers | |
| President | Carlos Glender * |
| First Vice President | Said Atri* |
| Second Vice President | Kristan Smith* |
| Technical Vice President | Jack Gill* |
| Treasurer | Glenn Paton * |
| Assistant Treasurer | David Collins (votes as an At-Large Director) |
| Secretary | Don Campbell * |

| At-Large Directors | | | |
|---------------------------|----------------|-----------------|----------------|
| Term Expires 2026 | Ollie Frazer* | John Koch* | Linda Brandt* |
| Term Expires 2027 | Alan Matthews* | Carol Kesmodel* | John Romano * |
| Term Expires 2028 | Aimee Hite* | Pam Nemecek* | Dave Collins * |

| Immediate Past Presidents | First Year (2025) | Second Year (2024) |
|----------------------------------|-------------------|--------------------|
| | Steve Lauer* | Jane Howard* |

*Votes on Board Motions (Total count 17)

| COMMITTEES: | |
|--------------------------------|---|
| Curriculum | Chair: Said Atri |
| | Director Great Decisions: Ken Orenbach |
| | Science Manager: John Gaertner |
| | Arts Manager: Open |
| | Health Manager: Bill Thomas |
| | Business/Government Manager: Open |
| Marketing & Cultural Diversity | Chair: Cyndi Henry |
| Membership & Directory | Chair: Pam Nemecek |
| Moderators (under 1st VP) | Coordinator: Carol Kesmodel |
| Nominating | Co-Chairs: Steve Lauer. Members: Chairs of Membership, Technical, Website and Wildacres Retreat Committees. |
| Queens University Liaisons | SSQ – Mary Gaertner; Queens University – Allison Meyer-Tucker |
| Social | Chair: Nancy Stancill (luncheons). Members: Linda Brandt (Lunch Bunch); Lauren Judson (Field Trips); Sheri Knaebel (weekly meeting refreshments). |
| Technical | Chair: Jack Gill. Members: Ollie Frazier, Gordon Haymond, Alan Mathews, Bill Nemecek and Lex Youngman |
| Webmaster & Email | Chair: Webmaster Aimee Hite, Email Coordinators: Bill Griesmyer and Shannon Smith |
| Wildacres Retreat | Co-Chair: Kristan Smith; Co-Chair: Carole Romano |
| Venue Liaison | John Koch |