

Board of Management, The Literary Club
Minutes —August 21, 2015

Present: Pratt, Franz, Lauf, Murphy, Kremzar, Sena, Myers
Absent: Kathman, Silberstein

The meeting was opened approximately 3:00 in the Pratt Conference Room of the King Library. Minutes of the June Board meeting were approved as submitted.

There was a brief discussion of the process for bringing new members into the Club and of the desirability of “filling the ranks” now at a count of 82 after the recent death of Chuck Carothers.

A copy of the photograph of the members taken at the Annual Outing was passed about, which raised the issue of additional photos which might be taken at various times. It was agreed that a Club member might be asked to become the Literary Club Photographer and to take photos at various times, which photos might be displayed on the Club Website. It was agreed to accept the framed photograph from the outing from Lew Gatch.

There was a discussion of the importance of keeping the website up to date, particularly the home page and the directory. It was agreed that Rich Lauf and Jim Myers would work with Eugene Rutz to assure that the Website remains up to date. The president will use his pulpit to remind members to use the website and to remind members to provide electronic copies of papers for the website and the secretary.

There was a discussion of the Holiday Observance and ways to keep it entertaining and economical. It was agreed to ask a member of the Club to oversee the 2015 Observance.

A member has now offered a site for the 2016 June outing. Bill Pratt will be visiting to determine whether this site might work well. Bus transportation would be necessary, as has been provided in past years.

We discussed success of the recent Open House event (the first in a number of years) and agreed not to hold another, until urged by the desire of new or continuing members.

Bill Sena recommended raising \$50,000 from the membership for a major building upgrade. Ed Burdell, Conservation Committee Chairperson, will provide a master plan of needed upgrades and an estimate of their cost,

before proposing a funding plan to the members. It was further agreed to add Pete Strange to the Conservation Committee.

It was agreed to seek volunteers for a committee to provide a memorial for Charles Carothers.

We await city approval for the installation of the Mark Schlachter Sculpture.

There was a brief discussion about potential solutions for the parking problems around the Club on Monday evenings.

The meeting then adjourned to the Pratt home for a visit and a meal enjoyed by all.

Respectfully Submitted
James N. Myers, Secretary

Board of Management, The Literary Club
Minutes —October 12, 2015

Present: Pratt, Murphy, Sena, Myers, Silberstein
Guest: Burdell
Absent: Kathman, Franz, Kremzar, Lauf

Minutes of the August 21 meeting were approved.
Treasurer Bill Sena reported on the budget to date assuring the Board that all is well (See attached spreadsheet). Besides covering the various income and expenditure levels, he stressed the impact of the Friedlander gift, the healthy portfolio of approximately \$780,000, and the downside of recent yields and interest rates. He noted that Tom Bennett will be taking over certain accounting chores. The Steward's salary, unchanged for several years was reset.

Ed Burdell provided "Notes from the Conservator" (see below) which was discussed in some detail.

Changes in membership status were approved: Murray to regular, McDonough to Associate.

There was brief discussion of the plans for the Anniversary Dinner on

October 26.

There was discussion of Anderson Cobb's role as photographer for the club, and agreement that some time should pass before formalizing that in any way.

The Board agreed to meet with three sponsors for new members.

Bill noted that David Edmundson had agreed to lead the festivities for the Holiday Observance, December 21.

There was an enthusiastic description of the site for the 2016 Summer Outing to be provided by Harry Santen.

There was brief discussion of the voice recording of papers and agreement that readers ought to be made aware that recording was under way.

There was a question about the ongoing printing of annual volumes and about the effort to scan past papers for the website. Neither of these seems active at this time, although Rich Lauf had informed Jim Myers that he was at work on the former of these efforts.

Respectfully Submitted
James N. Myers, Secretary

ATTACHMENTS (2)

Current Budget - Current Year

1/1/2015 through 12/31/2015 Using 2014 The Literary Club Budget

10/12/2015

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Category	Actual	2015 Budget	Difference
INCOME	158,715.00	82,125.72	76,589.28
Dues And Initiation Fees	23,615.00	53,000.04	-29,385.04
From Endowment-2015	10,000.00	24,000.00	-14,000.00
Gifts Received	125,100.00	0.00	125,100.00
Herb Curry Picnic Fund	0.00	5,000.00	-5,000.00
Neck Tie Sales	0.00	125.68	-125.68
EXPENSES	57,089.89	94,158.08	37,068.19
Anniversary Dinner	0.00	7,500.00	7,500.00
Bank Fee	24.00	50.04	26.04
Bookkeeping Expenses	0.00	2,500.00	2,500.00
Gifts Given	100.00	110.00	10.00
Insurance	0.00	3,999.96	3,999.96
Meeting Buffet & Dinner Weekly Expense	10,972.70	17,000.04	6,027.34
Printing, postage & paper supplies	2,148.70	2,909.56	760.86
Repairs & Maintenance	3,254.27	4,319.51	1,065.24
Salaries & related expenses	6,750.00	9,187.50	2,437.50
Spring Picnic	9,800.00	17,150.00	7,350.00
Tax	11,962.40	13,173.99	1,211.59
City Tax	174.83	360.75	185.92
Fed	1,284.39	2,000.04	715.65
Property Tax	10,308.12	10,500.00	191.88
State	13.33	300.00	286.67
Worker's Comp	181.73	13.20	-168.53
Other Tax	0.00	0.00	0.00
Tax Preparation	3,925.00	4,500.00	575.00
Utilities	8,152.82	11,757.48	3,604.66
Garbage & Recycling	0.00	0.00	0.00
Gas & Electric	4,594.81	8,000.04	3,405.23
Telephone	1,522.24	1,599.96	77.72
Water	1,933.32	2,000.04	66.72
Other Utilities	102.45	157.44	54.99
Net Difference:	101,625.11	-12,032.36	113,657.47

Notes from the Conservator as we head into the 2015-2016 season

This summer we repaired the front step and cleaned the rugs. One major project which we had anticipated and completed was to tuck point and waterproof the west wall. This work totaled less than \$4,500.

We had anticipated replacing the roof on the house portion of the club. However, the weather has prevented our roofer from getting us on his schedule. He is now talking November. We don't have any apparent leaks. I plan on deferring the work until next spring/summer. He will do an inspection this fall. We need to do a complete tear down which will inevitably reveal the need for some additional work. His estimate was \$17,200.

We will be working on the sound system this year.

I will be getting our planning committee [Bennett, Kremzar, Pratt, Strange, Striker] together before Christmas. When the roof is completed, we will be set on the exterior of the building and the HVAC system. I am looking for their advice on three major spaces: the kitchen area; the apartment; and the redecorating of our club spaces. I have listed these in my priority order, but that is open as well.

Briefly –

- The kitchen has many aspects. I would like to tackle things a bit at a time, but that might not be good stewardship. For starters, I would like to shift the dishwasher and sinks out of the emergency exit hall. Putting them on the other side of the wall should be easy, but it means putting in another sink and creating additional countertop. The work will certainly disturb the linoleum which I am certain has asbestos, so a new floor! I also think we should make the commode in the kitchen into a standard half bath that is wheelchair accessible. So we are talking a complete re-do of the kitchen building. My guess would be \$25-\$40,000.
- The caretakers' apartment on the second floor has not had any serious work in more than 25 years. While our current caretaker family is happy with it, we should do complete electrical and plumbing overall and replace the bath and kitchen fixtures. Guessing again, \$10-25,000 assuming no hidden problems in a two hundred year old house.
- Our current décor was set in 1988, I think. You may notice that there are no curtains in the reading room. Five years ago I asked Widmer's about cleaning them. They refused. A proposal to replace the curtains was about \$20,000. So we have gone with the clean look and added tempered glass storms. Someday the building across the alley will disappear and W&S's new headquarters building will rise up. We may want window coverings them, and new carpet, and new lighting, and a new art placement design and new wall colors, etc. I have no guess on cost since it will depend on how far we go.

Board of Management, The Literary Club
Minutes —November 9, 2015

Present: Pratt, Kathman, Franz, Kremzar, Lauf, Murphy, Sena, Myers,
Silberstein

Guests: McGavran, Silberstein, Striker

Minutes of the October 12 meeting were approved.

McGavran, Silberstein, Striker, each in turn recommended membership for candidates Burdette, Milligan, and Peerless. These were approved unanimously.

The Blaylock writing sample was approved, also unanimously.

There was discussion of the tax consequences of the annual gift to the Club steward. It was agreed that we will follow the law precisely, by reporting such gifts to the IRS.

There was discussion of authorizing Rick Kesterman to make copies of the Chuck Carothers papers (at the expense of the club) for presentation to his family, who had requested copies. Approved.

There was discussion of formalizing and making regular the audio recording of Club papers for the Club website, with an opt-out option for presenters. Approved. Myers will work out details with Edmundson and Rutz.

Myers gave a brief overview of the online access issues concerning club papers. He will make a recommendation on that subject to the Board at its December meeting.

The meeting was adjourned.

Respectfully Submitted
James N. Myers, Secretary

Board of Management, The Literary Club
Minutes —December 14, 2015

Present: Pratt, Kathman, Franz, Kremzar, Lauf, Murphy, Sena, Myers,
Silberstein

Guest: Burdell, Flick

The minutes for November 9 were approved.

Ed Burdell spoke on behalf of membership for Gifford Blaylock and posting of the membership proposal was approved.

Burdell spoke briefly concerning the need for roof replacement in the spring and (with some detail) concerning the continuing approval process of the proposed Schlachter sculpture.

There was discussion of sample papers by two more potential members and approval of them receiving application forms. Burdell presented a potential member and the BOM asked Rich Lauf to provide Ed Burdell with a membership proposal form for the candidate.

There was a proposal that Anderson Cobb might do a portfolio of club member photographs for the website and approval thereof. Two members of the Board suggested their disappointment with the loosening of traditions concerning the formal membership photos that once were the norm. No action was suggested or taken on this matter.

Myers discussed his disappointment with the quality of the scanning efforts to date for pre-website Literary Club papers, noting that he has ceased his efforts on this score, and pointing out that the Club spends more on whiskey and liverwurst than on its papers. He suggested that the conversion of papers ought to be a library function.

The group agreed (only) that professional grade scanning of the papers should be a Literary Club goal. Myers was asked to provide an outline of what, in his opinion, the club ought to accomplish on this score. There was brief discussion of plans for the Holiday Observance.

The meeting was adjourned.

Respectfully Submitted
James N. Myers, Secretary
Board of Management, The Literary Club

Minutes —January 11, 2015

Present: Pratt, Franz, Kremzar, Lauf, Murphy, Sena, Myers, Silberstein
Absent: Kathman
Guest: Flick

The minutes for December 14 were approved, with the proviso that Lauf may have a correction to make as to new member applications.

There was discussion of adding a new member Application that Board members had received. A majority of the Board thought the Application form lacking. Silberstein agreed to suggest changes before our next Board meeting.

Bill Sena provided a written Treasurer's report, in which he pointed out that whatever proposal Myers might present regarding the scanning of Literary Club papers, the cost of such a project would require membership approval as the funds would necessarily come from Endowment. There was brief discussion and agreement. Note: A copy was to be supplied for inclusion in the minutes but Bill declined in favor of a more thorough report to be provided on February 8.

Bill Pratt presented to the Board the following proposed addition to the Club's list of Traditions.

"Only the President can bring guests to the Anniversary Meeting and the Summer Outing. Members are encouraged to bring guests, (particularly candidates for membership), to any other meeting, including the Holiday Observance."

"Since camaraderie is a hallmark of The Literary Club, our custom is to use first names only, without titles like Doctor, Professor, Judge, etc."

There was brief discussion and consensus to add these items.

There were discussion and numerous editorial ideas expressed about posting Anderson Cobb's photos from the Holiday gathering on the website. Both

Cobb and Rutz have agreed to do this. It was agreed to have this happen and to leave the manner of posting up to them.

Two issues generated by Myers were discussed. As to a scanning project for past papers, Myers had come unprepared as yet to fully discuss it. He is pursuing information before making a proposal.

Being the Constitutionally designated party to see to the printing and binding of current volumes of Literary Club papers for the Library, Myers suggested that the Club cease this practice. This suggestion being universally disapproved, Myers announced that he would not be doing this job, in much the same way as his predecessor secretary had not done it for the four years he was in office. There were many suggestions, but no volunteers. Myers offered, during the discussion, to be impeached. There was no motion to impeach him. The issue was unresolved, except that Franz will consult our erstwhile publisher.

The meeting was adjourned.

Respectfully Submitted
James N. Myers, Secretary

Board of Management, The Literary Club

Minutes —February 8, 2015

Present: Pratt, Kathman, Lauf, Murphy, Sena, Myers, Silberstein
Absent: Franz, Kremzar,

Minutes for meeting of January 11 were approved.

Rich Lauf presented the proposed schedule for 1016-17, beginning on 09/19 and ending on 06/12. The Anniversary Dinner will be 10/31, Holiday Observance on 12/19. There will be no meetings on 12/26, 01/02, and 5/29 (Memorial Day). Paper assignments will be out to members by February 19.

The Membership proposal for Alter Peerless was approved for posting. Writing samples by Doug Maundrel (Sponsor, Sena) and Michael Meyer (Sponsor, Silberstein) were approved.

Myers assured the group that printed volumes for 2013 through 2015 were under way. He proposed funding for a project to scan literary club papers now on microfilm from the 19th Century through the end of the filming in

1992, with the work necessary to move them to the Club website. The estimated cost of the project is up to \$20,000 over several years, which requires that there be a vote of the membership on March 7. There will be an effort to raise the funds, by gift, in order to preserve the capital of the organization. Several members have already offered to assist in this regard. Jim's proposal will be posted and will be sent to members by Lauf.

Bill Sena provided a preliminary financial report for 2015 and the budget for 2016 reflecting an organization in excellent financial condition, but warning of cost increases over the past year and into the immediate future that may require our close attention. Although the Endowment Fund investment portfolio outperformed otherwise negative markets, the effect of very low interest rates poses lesser actual interest and dividend income, thereby a gap in expenses versus cash income.

The meeting was adjourned.

Respectfully submitted,
James N. Myers, Secretary

Board of Management, The Literary Club

Minutes — March 14 2015

Present: Pratt, Kathman, Lauf, Murphy, Sena, Myers, Silberstein , Franz, Kremzar

Counsel: Dehner

Minutes of February 8, 2015 were read and approved.

Joe Dehner was asked to elucidate upon the copyright and privacy issues recently raised by Lewis Gatch concerning the addition to the Club website of early Literary Club papers. The bottom line is that the club is on firm legal ground in continuing to provide these papers on the website.

Joe explained that while copyright of these papers remains the property of the author under the rules of the Club, the member's providing of a paper for printing in the Club's volumes gives the Club an implied license to use the paper under whatever the current technology for display may be. He urged the continuing practice of offering members the ability to opt out of having papers printed or presented on the website, and of seeking permission before

audio recording. Dehner referred to section 3(b) of the Club's By-Laws, which reads, "Members and guests are not permitted to make audio or video recordings of a paper without the express permission of the speaker and presiding officer."

Joe will provide a letter to be used to clarify the rights being transferred to the Historical Society, when LC volumes are donated there.

There was further discussion of the Club's ability over time to change its rules to further liberalize or further restrict access to Club files.

Dehner then left the meeting.

Virginius Hall's request to move to Associate Member status was approved.

Regarding the scanning project, there was agreement that it would continue, with project-management delegated to Myers. Board members agreed to direct members with comments and suggestions on the project to Myers. Myers will provide project updates as he feels they are needed.

There was approval to post three membership proposals for voting in April: Blaylock, Maundrel, and Meyer.

Ted Silberstein agreed to obtain and frame the Time Magazine cover with the photo of former Literary Club member Dr. Nelson Glueck (December 13, 1963).

The meeting was adjourned.

Respectfully submitted,
James N. Myers, Secretary