Senior College at Belfast

Board of Trustees Meeting Minutes

March 16, 2022

Call to Order: Nancy Perkins called the meeting (on Zoom) to order at 9:30

Present: Nancy Perkins, Deirdre Wood, Rebecca Jessup, Jim Owen, Doug Chamberlin, John McClenahen, Richard Koralek, Ron Jarvella, Beth Sterner, Brian Richardson, Mayo Bullock, Martha Laitin

Absent: Bob Adler, Marjorie Arnett.

Approval of circulated Previous Minutes: Unanimously approved.

Old Business

* Website management update: Doug C. At some point since last meeting the old website went offline. Thierry and Doug had to scramble, and we're now working fully on a new platform, and all the links on the new site are working. We now have a fully functional email system through the website, so we can create new email addresses there, using belfastseniorcollege.org. There is still work to be done but the website is up and running, and people are able to register for courses.
* WCAP: Ron J. They are looking into acquiring books on tape. Nancy added that there was a very productive meeting between BSC and WaldoCAP, in which all present hammered out a new agreement for the grant. We are going to help fund their food program via the YMCA. Beth printed out a program for the city-wide "One Read" program, encouraging people in Belfast to all read one book and then participate in discussion groups. Some of our grant will apply to that, and the flyers are given out **with** the Y's food program. Nancy will send the announcement out to the board. Our initial grant has expired, so she will include an addendum extending the grant.
* Name change for Belfast Senior College: This is under consideration because different people respond badly to Senior ("old age") and/or College ("elites"). We discussed Lifelong Learning in Belfast, or Belfast Lifelong Learning. This will not necessarily require a *legal* change as BSC can use the name as "DBA" (Doing Business As) or "Operating as". A couple of the other 16 Senior Colleges in ME have changed their names, one to SAGE and the other to Gold Leaf, but we will still be Senior College at Belfast legally, officially. An Ad hoc committee will consider this and come back to the board by May with a firm suggestion. Committee members will be John McClanahan, Beth Sterner, Jim Owen, Marjorie Arnett.

Committee Reports

* Curriculum: Deirdre Good. As is up on the website, there have been 103 registrations so far, including memberships. The Publicity Committee's work is paying off. Dick Topping's class already has 23 signups after one day. Flic Shooter's brown bag lunch on setting up Advance Health Care Plans has gone up as a last-minute addition. It will feature the group called the Palliative Players. Nancy will be putting together the newsletter which will go out this week, with pieces about classes, and she can add something about Flic's course. Deirdre will write up something. There is a limit of 10 students on the Mosaic course. Marjorie's class called Squiggly Line is doing well. Deirdre appreciates Doug's illustrations for that and the other classes. Beth has press releases for the next two weeks. Brian brought up the possibility of classes being taken by watching the recording, only. Nancy said that the Senior College network has been discussing this. We discussed the recording of classes, and the sharing of them, whether we should charge for sharing them, whose property they are, etc. Doug raised the issue of the quality of our recordings, which are not professional. Nancy asked Curriculum Committee to consider this issue and come back to the Board. Brian is willing to sign up and watch the recordings and give us his feedback. Mayo asked if there was any discount if two people use the same computer, and Doug answered no. (Mayo had been confused by trying to sign up two people using Course Storm.)
* Nominating Committee: Jim Owen.
Jim Owen moved that Elizabeth Sterner be appointed the new Treasurer of the Board of Senior College Belfast. This was seconded and passed unanimously.
Nancy asked for someone to take on Beth's previous position on the Publicity Committee. Beth is willing to continue until someone else is in place, but she needs someone to take it over by July 1, when she will become the Treasurer of Rotary as well.
Jim said the next thing we will need is a new Secretary, as Rebecca is term-limited out by the Annual Meeting. He asked current board members to consider taking this position. Rebecca is compiling guidelines from the Handbook and is very willing to train.
The Nominating Committee needs to come up with three new board members, and would like to have a slate ready for our next meeting. The board is asked to get in touch with Jim or anyone on the Nominating Committee and suggest names of possible new members, particularly someone in our younger demographic. Having younger board members, people who are still working, could help us transition to offering courses during evening or weekend hours. Jim asked the board to review the report which he sent out from the Committee. Mayo suggested Denise Pendleton, and she will send Jim her contact information. Monica Morris is not interested in being on the board at this time.
Rebecca said that the job description she has compiled is a list of the mentions of the Secretary in the handbook, which does include a list of the job functions. Nancy said that the Secretary is to be elected by the Board in the September meeting after the Annual Meeting.
* Treasurer's Report: Beth is a working accountant, and MTA has our QuickBooks Account on a desktop version which she can't access. She proposes that we change that to an online version so that she can access it. MTA is willing to do this, it will take about 1 1/2 hours of work for them. There will be a monthly fee to have QuickBooks online, which will be offset easily by the time that is saved in the time MTA spends. They will still write the checks, but Beth will be doing the posting.
The signers on the accounts: There is nothing in our bylaws about who the signers are, and Brenda didn't know. Beth has a call in to Bangor Savings to find out what the process is to get the signers changed. She will need a copy of the minutes showing that she has been elected Treasurer. There was some discussion of this.
Doug Chamberlin moved that we have Kali McCarthy (the owner of MTA), Nancy Perkins and Beth Sterner as the signatories on the Belfast Senior College bank account, and that any check over $1,000.00 requires two of those signatures. This was seconded by Jim Owen and passed unanimously.
Beth said that she may have to have Brenda Smith take herself off the account, but this resolution may take care of it. There was more discussion of the process. Jim suggested that once the process of changing signatories is clear, it should be added to the By-laws (or the Handbook). Rebecca mentioned that the Handbook needs to be updated, but this would need an Ad Hoc committee. Doug Chamberlin is already working on this.

New Business

* Bylaws review was already covered.
* Results of Survey. All board members received the survey results from Doug, which are gratifying. Great majority heard of SCB through word-of-mouth. SCB received positive reviews; Literature, Maine history and natural history are favorites. Once we are back in Hutchinson, we'll have in-person classes on Thursday, but we'll have additional options through Zoom.
John McClanahan said that 85% said they would likely attend hybrid classes (mixing Zoom and in-person). Deirdre said that there's strong interest in Waterfall Arts, in local businesses. Possible future courses might be field trip to Belfast churches, businesses of Main Street, brown bags by Rotary, Our Town Belfast, YMCA, et al. There was discussion of moving out into the community, as Rotary does.
* Corona Chronicles: April is poetry month, and the theme for the month is Spring 2022, Hopes and Challenges, which allows poets to respond to current world events. The newsletter will announce poetry month for the Chronicles.
* Nancy had plant delivered to the Hutchinson center on Kim's last day. Shelly Patten is taking over Kim's function vis-a-vis SCB.

Beth moved that the meeting be adjourned. This was seconded, and the meeting was adjourned at 10:42. AM.

Respectfully submitted,

Rebecca Jessup

Secretary