

Senior College at Belfast, Board of Directors Meeting, April 13, 2016

Second Draft

The meeting was called to order by the president at 09:00 am.

Absent: Kaiserian, Dolbashian, Larson, Veilleux, Bradbury

Guest: Garrett (Registrar)

Minutes of the previous meeting: The minutes of March 9, 2016, were unanimously approved.

Treasurer's Report: The previously emailed reports, and a description of the treasurer's duties, were discussed and accepted. Taber brought board attention to the need for clarification of the funds shown in Golden Rule accounts. Taber also requested that budget estimates should be discussed in May so that we may begin to formalize the budget for 2016-2017. A motion to adopt a new form for request for payment submitted by the treasurer was passed unanimously.

Curriculum Committee: Romanow reported that the spring semester had 477 enrolled from 345 members, and that our overall membership stands at 581. The summer courses will be listed in May.

Special Events Committee: Ruberti noted that 40 people participated in the last excursion, and noted the upcoming trip, "Amish, Alpacas, and More" on May 18.

Old Business

Ad hoc Membership Committee: The committee has not met, but will schedule a meeting and report at the next board meeting.

Ad hoc Community Service Committee: The ad hoc CSC met with the standing CSC, and the latter are in full accord with the wording of the committee purpose and procedures, and they understand the publicity policy. In addition to the ongoing Reading Across America and Neighbor to Neighbor projects, they are formalizing support for Window Dressers as a new community service project.

New Business

Handbook Revision: The treasurer's motion to remove the words "as determined by the board" (referencing the performance of an audit) on page 22 of the handbook was passed with one member voting no. Office Manager and Office Set-up Procedures (p. 33) revisions are still under study, as are the Course Registration Procedures (p. 35). Garrett noted that an email address has been established for the registrar <senior.college.registrar@gmail.com>

Communication Policy: A proposal from the now defunct ad hoc Communications Committee establishing an E-news policy concerning death notices was unanimously approved. The motion: *The E-news does not publish obituaries, but it will publish remembrances in the following form:*

In Memoriam: "Person's Name," 19__ - 20__.

Agenda Items Suggested for May 11, 2016, meeting:

Reports from Bailly on the ad hoc Membership Committee, from Pollock on any rewording of Office Manager and Office Set-up Procedures, and from Garrett on Course Registration Procedures; discussion of procedures to establish annual budgets.

The meeting was adjourned at 10:45

David Boyer, volunteer secretary