

Senior College at Belfast, Board of Directors Meeting, April 13, 2016
Second Draft
Belfast Senior College
Board of Trustees
Meeting of August 10, 2016

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

Absent: Dolbashian

Minutes of the previous meeting: The minutes of June 8, 2016, were unanimously approved.

Treasurer's Report: The previously emailed reports were discussed and accepted.

Nominating Committee: Three new members to the Board will be nominated and the following position assignments are proposed: President—Arlin Larson, Vice President—Harry Kaiserian, and Treasurer—Jim Taber.

The Secretary position will be filled by Dave Boyer (general duties) and Barbara Klie (Handbook).

Arts Festival: It was a successful event and the Festival Chair submitted a written report for the record. A final financial tally was not available.

Special Events:

- A production of Shaw's *Arms and the Man* will be held on September 11th. BSC members will receive a discount at the box office. Details will be provided.
- An opportunity for antiques appraisal October 6th is being pursued. Details will be provided.

Old Business

Handbook revision: the Handbook will be distributed by email tomorrow. Additions, corrections and comment is requested from Board members no later than August 26th.

New Business

Bylaws revision – at a previous meeting the Board voted to dissolve the Communications Committee and establish a Finance Committee, thus bylaws changes are required. The following were proposed:

Article VII

Section 5 - Delete the whole section on Communications Committee.

Rationale: The Board determined that the 3 positions mentioned (Website manager, registrar, and a person responsible for external communication) were 3 independent positions and, subsequently, that it made no sense for them to meet as a committee.

Section 12 - Delete "(Internal Communication), and is a member of the Communication Committee."

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

Second Draft

Rationale: The phrase "(Internal Communication)" is unnecessary as the responsibility of the E-News Editor is defined in the beginning of the sentence. Deletion of the rest of the sentence brings this section into agreement with the rest of the bylaws, there being no Communication Committee.

Section 13 - Delete "S/he is a member of the communications Committee."

Rationale: This brings the section into agreement with the rest of the bylaws, there being no Communication Committee.

Section 5 - Add the following:

Finance Committee

A. The Finance Committee shall consist of the Board Treasurer, who will chair the committee, and at least three (3) other members, at least one of whom will not be a Board member.

B. The duties of the Finance Committee shall be to assist the Treasurer in attending to the financial affairs of Senior College.

Rationale: The Board determined that with the growing complexity of the finances of Senior College, it is necessary to have a committee to assist the Treasurer and report to the Board.

The proposed changes were unanimously approved.

Policy on text books: the ad hoc committee reported discussion on a policy that would provide for the following:

- texts to be provided only if actually used in the course.
- reporting on costs of texts, *by semester*, in order to manage expenditures

New office computer: the purchase of a new computer was unanimously approved.

The meeting was adjourned at 10:20. **The next meeting will be on September 14th at 9:00 AM**

Submitted:

Harry Kaiserian, Secretary