

Belfast Senior College Board of Trustees November 9, 2016, Approved Meeting Minutes

The meeting was called to order by the President at 9:03 after the archival photo was taken.

Absent: Lila Nation

Minutes of the October Meeting: The minutes of the October 12, 2016, meeting were approved.

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

Other Reports

Remarks by the President: Larson noted that he had made a presentation on the novel *Gilead* at Penobscot Shores and it and like places are sites from which we might draw more students. He also reported that due to a miscommunication we have not paid our Chamber of Commerce dues and, hence, are yet to appear in their listing of organizations.

Curriculum Committee: No formal report.

Special Events Committee: A second organizational meeting will be held at 10:00 am on Thursday, November 17, at Bell the Cat. The committee could be fully constituted at five members and a chair appointed.

Finance Committee: Taber moved that the board "approve and adopt the Finance Committee's recommendations to increase course fees for six week courses to \$35 and to make the purchase of books and materials for courses a student responsibility." Passed unanimously. Wording to be provided teachers and students in relevant documents, especially regarding photocopying, yet to be determined. This practice will commence in the spring session. Jessup and Nation were asked to postpone their project to solicit and collect donations for refreshments and coffee until we can assess the results of the changes to our fees structure.

Community Service Committee: Agenda appendix two noted and accepted.

Archives Committee: Agenda appendix one noted and accepted.

Membership & Publicity Committee: Larson will meet with Hauswald, who will provide publicity for our Winterim session, in December. No report on the committee structure or meeting schedule.

Festival of Arts: Nothing to report at this time.

Registrar: Garrett noted that our membership has increased to 361, reminded us that instructors' emails to their classes need to be "blind copy" to protect privacy, and that Al Arthur can instruct in that setup.

Unfinished Business

Fundraising: Taber moved that the board "approve the establishment of an ad hoc fund raising committee, co-chaired by David Beebe and Peter Reilly, for the purpose of initiating an annual appeal." Passed unanimously. This activity will be planned for the fall of 2017.

New Business

Contracts: Agenda appendix three on stipulations of the contract with the Hutchinson Center discussed. Negotiations for a new contract will commence shortly. Larson noted that we need to establish a formal contract with our two catering providers.

Succession: We need to begin working to identify next year's president and curriculum committee chair.

The meeting was adjourned at 10:25. **The next meeting will be December 14 at 9:00 am.**

David Boyer, Secretary