

SENIOR COLLEGE AT BELFAST  
Board Minutes—February 10, 2016  
Approved March 9, 2016

The meeting was called to order by the president at 9:00 AM.

**Absent:** None

**Minutes of the previous meeting:** The minutes of the January 20th meeting were unanimously approved.

**Office of the Treasurer:** The Treasurer distributed his report and discussed his findings to date along with an overview of how he intends to proceed.

**Finance Committee:** The committee held its first meeting which consisted of a review of existing status and procedures. They plan on proposing changes, as appropriate, with implementation during our next school year.

**Curriculum Committee:**

- They have met with Hutchinson staff and resolved issues related to room conflicts.
- The catalog for the spring semester is ready and will be published within the next two weeks. Fourteen courses will be offered.

**Membership Committee:**

- Per our request, Jon Cheston attended the meeting, discussed his thoughts on increasing membership, the efforts of his ad hoc group and responded to questions from the floor. His written report had been previously submitted via email.

- Cathy Bradbury presented a written report on membership. After much discussion on the matter, the following motion was made:

**An Ad hoc committee shall be formed, with members appointed by the President, for the purpose of proposing responsibilities and procedures for the Standing Membership Committee.**

**The motion passed with David Boyer voting against.**

**Special Events Committee:**

- The committee chair reported that the Gilbert and Sullivan trip has been canceled and all course fees have been “flawlessly” refunded.

- The next event will take place later this month and include visits to Northeast Historic Film and the Penobscot Marine Museum.

**Ad Hoc Committee on the Position of the Registrar:**

- The Committee chair reported that **Sue Gerritt has agreed to be the registrar.**

- The task of **revising the handbook** to add the **list of recommended duties (bulleted items in report) of the registrar** is pending.

**Ad hoc Communications Committee:** The Chair passed out a written report that outlined a history of efforts to date and proposed two motions:

- **Motion 1: On page 25 in the section titled “GOAL”, first line, change to read “To receive, *evaluate*, and...” In addition, under the section titled “RESPONSIBILITIES,” delete the second and third paragraphs.**

**The motion was unanimously passed.**

- **Motion 2: Insert a new paragraph on page 38 of the Handbook after the section on “Class Assistants” to read:**

**Policy for advertising/Announcements. The purpose of SC advertising or announcements, including but not limited to the website, E-news, or classroom announcements, is to promote Senior College, and to inform the membership and the community of courses, special events, speakers, or projects that Senior College is directly with. Volunteer opportunities and other community events that Senior College (including the Community Service Committee) is not directly involved with are beyond the scope and purpose of website, E-news, and classroom announcements, or any other advertisements, and are not permitted.**

**The motion was unanimously passed.**

**Community Services Committee: A motion was made to form an ad hoc committee with the purpose of reviewing the bylaws in re the responsibilities and functions of this committee.**

**The motion passed with David Boyer voting against.**

The President appointed Barbara, Arlin and Anne as committee members.

The meeting was adjourned at 11:20 AM.

Harry Kaiserian  
Secretary