

Senior College at Belfast Board of Trustees January 11, 2017, Approved Meeting Minutes

The President called the meeting to order at 9:02 a.m.

Absent: none

Minutes of the December meeting: The minutes of the December 14, 2016, meeting were approved.

Treasurer's report: The report was discussed and accepted, with two actions taken: one, the director of the UMF funds in our portfolio will be asked to visit and explain the rules governing our use of the funds, and, two, an ad hoc committee of Bradbury and Look will review our non-discrimination policy in regards to compliance with tax form 990 requirements.

Other reports

Remarks by the President: A sample of the Midcoast Senior College survey form for the 501c3 senior colleges was distributed; the final report now expected this summer.

Curriculum Committee: Nation reported that ten courses are scheduled for our spring term.

Special Events Committee: No report, but it was noted that a preference survey is posted on our website.

Finance Committee: No report

Community Service Committee: No report

Archives Committee: No report

Membership & Publicity Committee: Reminder postcards for the winterim session have been mailed.

Festival of Arts: The festival is scheduled for June 1-4, 2017; discussion of how to meet cost increases is underway.

Fundraising Committee: No report

Registrar: Garrett reported we have 429 members, with 237 enrollments in the winterim session; email notification of class rosters is easy for instructors who use gmail.com, but otherwise their rosters will have to be copied and pasted into an email to their non-gmail.com address.

Unfinished Business

Boyer made the following motion on photocopying for classes: *Senior College shall absorb all photocopying costs at the rate provided to us by County Copy, for a trial period beginning with the 2017 spring term and extending through the 2018 spring term, at which time a decision will be made as to whether to continue.* After discussing our current policies of strongly encouraging instructors to email class materials to students, setting a limit of ten sheets printed double sided per week (.08 cents per sheet, 80 cents per student copy) when instructors must distribute printed copies, with all printed materials conforming to "fair use" standards, and the need to adequately revise the course proposal form and the Instructor's Guide to clearly communicate these policies, the motion was approved by a vote of 13-3.

New Business

Acknowledging donations made via our website as well as acknowledging donations made in the fall 2017 fundraising campaign was discussed, and the president agreed to send thank you notes for donations in the interim period before the fall campaign.

The meeting was adjourned at 10:21 a.m. **The next board meeting will be February 8, 2017.**

David Boyer, Secretary