

Senior College at Belfast Board of Trustees June 14, 2017, Approved Meeting Minutes

Call to order: The President called the June 14, 2017, meeting to order at 9:04 a.m.

Absent: Jessup, Kaiserian, Look

Approval of minutes: The minutes of the May 10, 2017, meeting were approved.

Treasurer's report: No full report from accountant; projecting from May and April income and billing reports we should finish the year within \$1000 of breaking even.

Other Reports

President: A Tracfone has been purchased for outgoing calls in the office to other than 338 numbers and a six tier literature rack has been provided on the office door for after hours visitors.

Curriculum Committee: Summer course catalogs (5 courses) are available and flyers have been placed at key locations in town; postcards have been mailed to members. We expect to have 15 courses in the fall. Our new Publicity Committee chair, Nancy Perkins, will attend the June 21 meeting.

Special Events Committee: A garden party for members will be hosted by Nancy Perkins on June 22.

Finance Committee: No report

Community Service Committee: President Larson will meet again with the committee members as the committee is still without a chair.

Archives Committee: No report

Publicity Committee: The committee has overseen the publicity for the summer session and Perkins will meet with the Hutchinson Center director, Patty Libby, to coordinate the center's advertising of our course offerings.

Festival of Arts: See separate written report on this year's successful show submitted by Cathy Bradbury. We have been billed, for the first time ever, for the newspaper announcement of the city council meeting to consider our application for a victualer license to sell wine at the festival opening. Apparently, the organization making the application is to pay for the public announcement. The board agreed to pay this charge of \$42.60, as the festival finished in the black by \$4.09.

Fundraising Committee: No report

Nominating Committee: We still do not have a candidate for the open position on the board for next year, and that individual, or a current board member, must agree to fill the position of vice president for 2017-2018 and then assume the presidency for 2018-2019.

Registrar: Garrett explained that, due to a miscommunication about the original billing, we still owed Bell the Cat \$250 for one day's refreshments and lunch for a two day class last summer. And see the report on the catering contract below.

Unfinished Business

Hutchinson Center contract: The board voted 9-3 to approve a two-year contract with a five percent rent increase in each year [\$14250 for 2017-2018 and \$15000 for 2018-2019].

Catering contract: The board approved securing a contract for snacks from WCTC @ 40-50 cents per person per class session; a proposal for providing coffee has yet to be finalized.

New Business

Revising summer tuition fee? The Curriculum Committee needs to make a formal proposal for a vote.

Summer age limit? The board agreed that as we suspend membership fees for summer courses we are also suspending any age requirement. Tuition, of course, is still charged.

Annual reports: A friendly reminder that all committees will need to provide an annual report in September.

The meeting was adjourned at 10:23 a.m. **The next board meeting will be August 9.**

David Boyer, Secretary