

## Senior College at Belfast Board of Trustees, July 10, 2019, Approved Minutes

**Call to Order:** The president called the meeting to order at 9:34 a.m.

**Absent:** Cirillo, Look

**Guests:** Pete Reilly

**Approval of minutes:** The minutes of the May 8, 2019, meeting were approved.

**Treasurer's reports:** The treasurer's reports for both May and June were accepted.

### Other Reports

**President:** President Larson's report appears in agenda items below.

**Curriculum Committee:** Twelve (12) six-week courses are approved for the fall term and one one-day course. Final date to receive fall course proposals is July 15, 2019.

**Special Events Committee:** New members are needed. An October social event is being planned.

**Finance Committee:** No report

**Archives Committee:** Arlin Larson will be the committee chair in 2020. Further review of desired paper records is underway.

**Festival of Arts:** The annual report was emailed to members and will be available online. The Board notes with appreciation the many years of stellar leadership by retiring director Cathy Bradbury.

**Publicity Committee:** New members needed. A press release covering our summer one-day courses was issued. A feature story on our senior college will appear in the September issue of *Maine Senior* magazine.

**Nominating Report:** The annual report was emailed to members and will be available online.

**Registrar:** The first of our four one-day summer classes will be presented July 11, 2019. Current enrollment figures for the four courses are eleven (11), thirteen (13), five (five), twelve (12). A contract renewal to provide refreshments for one-day classes and the morning and afternoon breaks in our semester courses is underway with Bell the Cat catering.

### Unfinished Business

**Contract with the Hutchinson Center:** The three-year contract, emailed previously, was approved.

**Course appropriateness policy:** An ad hoc subcommittee of Arlin Larson, Elaine Potoker, Nancy Perkins, Elisabeth Pollock, and Sydney Taber will report to the board in the fall.

### New Business

**Board appointment:** Jim Owen was nominated to complete the remainder of a term ending in 2020. Nomination approved.

**Annual meeting:** No formal motion, but the 2019 annual meeting will again be held as a brown bag lunch between morning and afternoon classes on September 26, 2019.

**Proposed change in Nominating Committee process:** A motion to alter the description of the duties of the Nominating Committee was tabled.

**Liability insurance:** A motion to extend our coverage to volunteer drivers to sponsored special events was approved.

**State-wide senior college conference:** No formal motion but an ad hoc subcommittee of Arlin Larson, Nancy Perkins, Rebecca Jessup, Cathy Bradbury, Sue Garrett, and Peter Reilly will meet with the staff of the Hutchinson Center to plan a state-wide conference of Maine's senior colleges to be held here next spring.

The meeting was adjourned at 11:10 a.m. **The next meeting is August 14, 2019, at 9:30 a.m.**

**David Boyer, Secretary**