

**Five College Learning in Retirement
Minutes of the Council Meeting**

April 16, 2009

Next Meeting on May 14, 2009

The Council of 5CLIR met on Thursday, April 16 at the Five College offices on Spring Street in Amherst.

Present: Lise Armstrong, Jeff Caplan, Roger Coulombe, Peter Ferber, Mary Franks, Gail Gaustad, Wil Hastings, Carol Jolly, Sheila Klem, Charlie Klem, Joan Laird, Pete Reitt, Leo Sartori, Jim Scott, Eleanor Shattuck, Bev Von Kries, Bill Williams, Sara Wright, Kathy Hazen. Unable to attend: Callie Orszak, Philippe Meyer

President Leo Sartori called the meeting to order at 2:35. The March minutes were accepted as distributed by e-mail earlier.

Presidents Report: Leo noted that two important events are coming up in the next few days: the Annual Meeting and the Preview, on Sunday, April 19. Leo foresees no controversial items on the agenda. The Preview Committees have successfully cut down on the size of the catalogs. Then on Saturday, April 25, we have the 20th Anniversary brunches. Tomorrow, Friday, April 17, is the third Great Decisions program. GD is “going great guns” due to Public Relations efforts and good WFCR coverage. Leo noted that the food at the Northampton Council on Ageing lunches is better and less expensive than last year.

As to the dues query polled by e-mail, responses were in favor of asking for extra donations to LIR rather than raising the membership dues. Bill Williams suggested the wording “you have an opportunity to donate.” Leo is afraid there may be a drop-off in membership-assistance donations.

A problem left over from the last meeting is the use of the room at the University of Massachusetts Continuing Education building. Leo spoke with Lorna Peterson, and although UMass is not quite cutting us off, they would not commit the space to us on a long-term basis, because they have occasional meetings in that room, thus we can only have one seminar there per semester. Leo is disappointed. There are other options and we will revisit the question.

The new Members-Helping-Members program is going well. Peter Ferber’s daughter has designed a logo for the committee. Deerfield Academy is holding a public speaking competition in the fall and has invited LIR to provide the judges; we want members to volunteer. The competition will be run by Jean Wofford’s son-in-law. The Ad Hoc committee for the Community-wide Book-read in the fall, met at the Hastings, and chose “People of the Book” by Geraldine Brooks

Vice President's Report

Sara Wright noted that Smith has given us ten meeting spaces, as well as office space, and has been terrific. LIR has seven slots at Amherst College and the possibility of one at Hampshire. We have no space so far at Mount Holyoke College in South Hadley. Smith also is giving us a free phone for the MHM project. Sara also noted that we have extra slots for seminars in Arcadia, in Lilly library in Florence, and in Smith's Lilly Hall of the School for Social Work.

As to catalogs, we will have all three (Fall Seminars, Summer Programs, Special Programs) printed like last year to go to people without e-mail and to prospective members. The catalogs will be on the website 5CLIR; next Monday Callie will send all catalogs out as attachments to the membership. Sara took the Council through the revised catalog format. Several members remarked that this process needs to be made very clear to the members; Sara noted that a couple of techies will be at the Preview to demonstrate navigating the website. Her written report follows:

April 14, 2009 VP Report: We have two sets of handouts for the Preview. There will be traditional catalogs and new Preview style handout for our internet friendly members. At this point, we intend to send out to non-email members who do not attend the Preview complete traditional catalogs which will cost about \$3.50 each. We will, also, at the request of the PR Committee send out complete catalogs to prospective members. Due to Larry Ambs' brilliant idea, we will have at least three members at the Preview with their laptops to show members how easy it is to locate the catalogs on the internet. By Sunday, Hy will have put the catalogs up on the web, and Callie will on Monday send an email to everyone with attachments for those who choose not to use the web. If a member requests that the catalog be sent in the body of the email, she will also do that. I hope we will soon be able to send out group phone calls to those who do not have email. Callie is looking into the possibility that Smith Phone system can activate this type of phone call. It would even be helpful to cancel programs at the last moment. Only those who do not have a machine to record a message would be a problem. Sara Wright

Curriculum Committee Chair Joan Laird requested that the Council meet on 9/17 so that the Curriculum Committee can meet on 9/10. The Council approved this change. Joan's written report follows: *The Curriculum Committee met on April 5. We have been very successful in recruiting seminars for fall, 2009. Eighteen proposals were accepted prior to this meeting and another 13 were considered at this meeting, a total of 31. All were approved. However, we believe we can accommodate only 25 or 26, both because of the numbers of potential participants (slots) and limitations on the number of locations available. We discussed various criteria for requesting that some moderators postpone. One seminar has been withdrawn and two have been postponed (from the history category, which was heavily represented) leaving us with 28, or approximately 411 slots. Several seminars are small (circa 10) or likely to be small, and we expect that two or three will be held in members' homes. The number of seminar spaces corresponds with last fall, and we*

have had an increase in membership, so we're hoping the numbers are reasonable and that all seminars will "go."

Finance Committee: Treasurer Charlie Klem asked that the date be changed to March 31 on his 3-page financial report which accompanies this document. His written report follows:

The nine months statements are consistent with the past quarter; we anticipate a modest loss for the fiscal year ending June 30th.

Bill Williams and Sandy Muspratt are coordinating the draft of a grant procedure; this will be reviewed at the Finance Committee meeting on April 30th; the committee-approved draft will be circulated to impacted committees and individuals prior to bringing it to Council. The target is to bring to Council in June. Charlie Klem

Public Relations Chair Jeff Caplan reported that Great Decisions is going well. WFCR is helpful because we paid our dues. By contributing our effort as well as \$400. Re video: Arnold Friedmann, Dean Poli and Jeff met with a representative of the Amherst Community Television organization who are going to produce a video about us, starting at the Preview next Sunday. Jeff recommends that we buy a membership in ACTV (for \$100/year or \$250 lifetime.) Motion was made to affiliate with ACTV, and referred to Mary Franks for action. Jeff Caplan also noted that we have committed \$200 to the Smith students project.

Leo asked "are the 5CLIR funds held on deposit by FCI invested?" (Charlie Klem has replied that "*the answer is yes, and in secure, therefore low yielding CDs and bonds; my response at the meeting was incomplete, in that I did not indicate that the current year (Fiscal09) interest income will be substantially less than last year; the budget for fiscal 2010 reflects this change. Charlie Klem.*")

Summer/Winter Committee: Carol Jolly reports a nice array of both local and other activities. Leo asked that a volunteer workday for Habitat be included next year as Habitat appreciates it and LIR has had a favorable experience.

Meetings/Membership Committee: Sheila Klem reports the committee will meet on 5/12. The 16 brunches planned for 4/25 are getting a reasonable turnout/responses. Dave Kramer has taken over Ginny Christenson's slot as a host. Nina Scott is anxious to write about the brunch experience and to collect recipes, in order to feature LIR in a newspaper article.

Tech Committee: Philippe Meyer's written report follows:

--Jim Harvey will organize a summer workshop centered around PowerPoint and PowerPoint- like presentation tools as well as discussions on what is that mysterious WEB 2.0. More detailed information is forthcoming.

--Janet Price has offered her assistance to multiple projects, including “Members Helping Members”.

--Peter Reitt and Philippe Meyer have assisted Great Decisions with testing, installing and operating the Equipment. With the exception of a recalcitrant remote mike the equipment has performed well.

Special Programs Committee Gail Gaustad reports that the Old Plimoth trip has filled. She reviewed the offerings that will be in the catalog. The all-member potluck picnic that takes place in her backyard is scheduled for Wednesday, September 9, with the 10th as rain date.

Community Book Read Wil Hastings said that Callie will not be involved at all, except to send out e-mails. Small groups will be set up; Wil will e-mail the membership in June. The book chosen by the committee is Geraldine Brooks The People of the Book.

Office Manager Callie was unable to attend and her written report follows: *I have been working on reducing the c. 18-page seminar catalog down to three sides, while still retaining pertinent information to give an accurate picture of each seminar. I have also been proofing and formatting the summer and special programs catalogs – the Summer/January committee kindly summarized their programs, reducing eight sides of very full descriptions down to two sides.*

The Join-a-Committee form has to be sent out for revision each year, and I have had responses asking for changes from some of the Committee Chairs. Meantime, I have been working on Great Decisions registrations and looking after the lunches (a big headache up to now, but I hope we now have it sorted).

I finally received confirmations from Smith this morning (Wednesday). It turns out that April is their busiest month (we have always booked in May), and this April is particularly crazy (their adjective). I have also emailed members with the slate of officers and nominees for Council, since nominations will be taken from the floor at the Annual Meeting. I have requested bios (again!) from nominees. Callie Kendall Orszak

Great Decisions Roger Coulombe reported that two of the five scheduled programs have taken place (Afghan-Pakistan, Global Food supply) and the third is scheduled for tomorrow, Friday, April 17. Last years average attendance was 125; 175 people attended the Afghan-Pakistan program, and approximately 140 came to the Global Food Supply; this bodes well. The COA lunch program has turned out to be excellent, and participation has increased from 20 to 44 people. The final 3 presentations take place in the next 3 weeks. Dave Kramer’s son is presenting tomorrow on World Powers. Roger sent the necessary

report to 5CLIR, Ms. Goff, who will send it on to the Foundation. Things have gone very well

Old Business

Members Helping Members: Peter Ferber reported that MHM is 'ready to go' as of May 1. As Pete & Jeff are the first coordinators, phone calls will be forwarded to them. Peter's written report follows: *The 5CLIR Members Helping Members Committee (MHM) has its website working. We will have a table at the Fall Preview on April 19 to give out information on the program, and to direct 5CLIR members to our website to sign up to become providers of help. Jeff Caplan will approve members' applications and collate the list of providers. Our telephone line, provided by Smith College at no cost to us, will be programmed to forward calls to the coordinators. The MHM telephone number is (413) 585-4009. The program will be ready to start providing services May 1. We will have two coordinators at a time, on a rotating basis. Our first two coordinators will be myself and Jeff Caplan. Carol Jolly will take over one coordinator slot in July.*

My daughter, Judy Ferber, has kindly volunteered to provide us with designs for a logo, a poster, and a brochure. Highland Valley Elder Services has indicated a willingness to help us financially. We will ask them to help us with the cost of printing a brochure.

Jim Scott noted that this is a two way opportunity for us as we want volunteers from membership to be available on the web page for a particular day/time. Question raised re extending services to non-members.

Curriculum Committee chairing question: Joan Laird raised a question about the chairing of the Curriculum Committee and proposed a non-traditional method: Beverly von Kries has agreed to co-chair for one year, and then Mary Franks would step in as chair. Lise said that it is within the discretion of the committee to work that out and Leo said there was nothing in the by-laws about it.

Preview: Wil Hastings remarked that members/moderators are expected to be at the Preview by 2:00 for the Annual Meeting, which should finish by 2:15, and then stay at the Preview until five minutes of four.

The President asked that he be notified if the chairs of committees change.

There being no more business, Leo adjourned the meeting at five minutes before four o'clock.

Respectfully submitted,
Katharine Hazen, Recording Secretary

(The Treasurer's Financial report, 3 pages, dated March 31, will also be e-mailed to you.)

Five College Learning in Retirement
Balance Sheet

	<u>30-Jun-08</u>	<u>28-Feb-09</u>
ASSETS		
Current Assets		
Funds on deposit @ FCI	51,414	66,319
Petty cash	200	200
total current assets	<u>51,614</u>	<u>66,519</u>
Fixed Assets		
Equipment at cost	3,465	3,465
Accumulated depreciation	<u>2,426</u>	<u>2,426</u>
net fixed assets	<u>1,039</u>	<u>1,039</u>
TOTAL ASSETS	<u>52,653</u>	<u>67,558</u>
LIABILITIES & EQUITY		
Current Liabilities		
Other liabilities	2,412	2,412
Prepaid membership	250	200
Prepaid summer programs	-	-
Total Liabilities	<u>2,662</u>	<u>2,612</u>
Encumbered funds		
Capital Fund	3,100	3,100
Endowment Fund	-	-
Membership Assistance	838	651
Memorial Fund	1,306	1,225
Program Reserve	2,760	1,000
Great Decisions	1,000	1,000
Special Events Fund	<u>3,321</u>	<u>3,321</u>
sub total	12,325	10,297
Equipment reserve (offset - above)	<u>1,039</u>	<u>1,039</u>
Total encumbrances	<u>13,364</u>	<u>11,336</u>
Equity -- General Reserve Fund		
Beginning of year	32,192	36,626
to date excess revenues > expenses	4,466	15,224
Net transfers to (from) encumbered funds	<u>(32)</u>	<u>1,760</u>
Unencumbered funds -- end of period	<u>36,626</u>	<u>53,610</u>
TOTAL LIABILITIES & EQUITY	<u>52,652</u>	<u>67,558</u>

4/14/2009