

**FIVE COLLEGE LEARNING IN RETIREMENT  
MINUTES OF THE COUNCIL MEETING  
DECEMBER 10, 2009**

The regular monthly meeting of the 5CLIR Council was held on Thursday, December 10, 2009 at 2:30 p.m. at the offices of Five Colleges, Incorporated on Spring Street in Amherst, MA.

**Present:** Larry Ambs, Elizabeth Armstrong, John Armstrong, Jeff Caplan, Peter Ferber, Arnold Friedmann, Gail Gaustad, Dorothy Gorra, Katharine Hazen, Sheila Klem, Joan Laird, Anne Lombard, Sandy Muspratt, Callie Orszak, Dorothy Rosenthal, Leo Sartori, James Scott, Beverley von Kries, Bill Williams, Michael Wolff, Sara Wright

**Call to Order:** President Sara Wright called the meeting to order at 2:30 p.m.

**Minutes:** The minutes of the meeting of November 12 were approved.

**President's Remarks:** Sara explained that the material on the United Way was put into packets at the preview because the director of Five Colleges, Inc. had requested all organizations under the consortium be provided with the information. She said that putting the materials into the packets saved 5CLIR the cost of mailing the information.

**Executive Committee Report:** Sara reported the recommendations of the Executive Committee, which met on Thursday, December 3.

1. The Executive Committee agreed to ask Callie to forward an email from Peter Ferber to the membership concerning the "Helping Each Other" organization, which she did (see attached email).
2. The Executive Committee recommended that responsibility for the Preview and Memorial Program be transferred to the Past President because of the number of duties of the Vice-President. In addition, Sara recommended that the Past President assume responsibility for the Chairs Meetings.
3. The Executive Committee approved the establishment of an ad hoc committee to review the 5CLIR Policy on Dissemination of Materials at 5CLIR Events and develop a policy on discussion of controversial issues at 5CLIR events.
4. The Berkshire Bank is offering grants to non-profit organizations. The Finance Committee is looking into whether the grants program fits within the guidelines of Five Colleges, Inc.

**Motion:** Sandy moved that responsibility for the Preview, Memorial Program, and Chairs meetings be transferred from the Vice-President to the Past President. The motion was seconded.

**Motion to Amend the Motion:** Jim Scott moved that the motion be amended to remove the "Chairs meetings" from the motion on the floor. The motion to amend was seconded. The motion to amend was passed 10-1.

**Motion As Amended:** The motion as amended was passed 12-0.

**Tribute to Marie Hess:** Business was temporarily suspended in order to pay tribute to Marie Hess, Treasurer of Five Colleges, Inc., who is retiring on January 1. Sara presented her with a membership to 5CLIR and a bouquet of flowers. Sara thanked Marie for the work she has done for us over the years and wished her well in her retirement.

**Executive Committee Report, Continued:** Sara stated that she would entertain a motion to establish an ad hoc committee to review the present policy on dissemination of materials at 5CLIR events and to develop a policy on discussion of controversial issues at 5CLIR events.

**Motion:** Jim Scott moved that Sara appoint an ad hoc committee to review the policy on dissemination of materials at 5CLIR events and to develop a policy for discussion of controversial issues. The motion was seconded and passed 12-0.

**Vice-President's Report:** Please see written report, attached.

**Finance Committee Report:** Bill Williams reported that \$1,506 has been moved from the Membership Assistance Reserve into membership revenue as approved at the November 12 meeting. Because \$2,235 has been paid out in membership assistance, he requested an additional \$400 be moved from the general reserve fund into the Membership Assistance Fund to cover the shortfall and additional requests for assistance.

**Motion:** Bill moved that a total of \$1,129 be moved from the general reserve fund into the Membership Assistance Fund. The motion was seconded and passed by a vote of 11-2.

**Public Relations Committee:** The committee will be publicizing the Great Decisions program and also asking members who belong to other organizations to inform the committee if the organizations would welcome a presentation on 5CLIR. The committee is open to suggestions on how to promote 5CLIR inexpensively. Any programs at the senior centers have to be open to the general public.

**Curriculum Committee:** Bev von Kries reviewed the revised Lottery Procedures (see attached).

**Motion:** Bev moved that the lottery procedures as revised November 17, 2009, be adopted. The motion was seconded and passed 13-0.

**January/Summer Programs:** Anne Lombard said that the committee is open to suggestions for the summer.

**Special Programs:** Gail Gaustad said that a trip to the Russian Icon Museum will be held in the spring.

**Membership/Meetings:** Sheila Klem reported that there are 244 regular members, 14 of whom are trial members, and there are 24 associate members. The rest of the report is attached.

**Technology Report:** There is no report at this time.

**Office Manager's Report:** Callie referred Council to the written report (see attached). She has contacted everyone who was lotteried out of their first choice last semester to remind them to get their requests for spring seminars in by the deadline but has only heard from three of them.

**Great Decisions:** There is no report at this time. The committee will be meeting tomorrow.

**Old Business:** In connection with the Silent Auction, Lise Armstrong reported that Five Colleges, Inc. will need paper work for any donations of vacation homes. Also, no food items or heavy machinery will be allowed. Bill Williams reminded Council that no credit cards will be accepted—only cash or checks—with checks much preferred.

**New Business:** Sara presented a “State of the Organization” report in which she raised the following questions:

1. should we raise dues or cut expenses? what should be cut?
2. what services do our members receive for the dues and how do these services meet their expectations?
3. where can we find new members? why is membership down over last year? what is the profile of a 5CLIR member?
4. how do we get more people to volunteer for committees? why do members volunteer for some committees and not others? how could we make volunteering for committees more attractive?
5. should the preview and the annual meeting be held at the same time? should either or both be held later in the year?
6. what office functions should be changed? should we send out newsletters electronically (it may require new software)?

Sara suggested that Council hold a retreat on Thursday, January 14 to discuss issues such as these. A straw poll indicated strong support for the idea.

The meeting was adjourned at 4:15 p.m.

Dorothy Rosenthal, Secretary

**NEXT COUNCIL MEETING  
FEBRUARY 11, 2009  
2:30-4:30 PM  
FIVE COLLEGES OFFICE**