

**FIVE COLLEGE LEARNING IN RETIREMENT
MINUTES OF THE COUNCIL MEETING
FEBRUARY 11, 2010**

The regular monthly meeting of the 5CLIR Council was held on Thursday, February 11, 2010 at 2:30 p.m. at the offices of Five Colleges, Incorporated on Spring Street in Amherst, MA. Prior to the meeting, Barbara Lucey, treasurer for Five Colleges, Incorporated, came in to greet the members of Council who were there and to explain that she would be unable to stay for the meeting because of a prior commitment. We look forward to seeing her at a future meeting.

Present: Larry Ambs, Elizabeth Armstrong, John Armstrong, Dave Cramer, Peter Ferber, Arnold Friedmann, Dorothy Gorra, Katharine Hazen, Sheila Klem, Joan Laird, Anne Lombard, Sandy Muspratt, Philippe Meyer, Callie Orszak, Dorothy Rosenthal, Leo Sartori, 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 December 10, 2009 were approved.

President's Remarks: Sara said that the retreat generated a number of ideas, which have been funneled to the appropriate committees for their consideration. She thanked everyone for pitching in and contributing to the success of the retreat.

Executive Committee Report: Sara reported on the February 5 meeting of the Executive Committee.

1. Dues – The Executive Committee recommended that the Finance Committee discuss the possibility of raising dues with Council at the February 11 meeting with the goal of voting on the matter at the March meeting. The committee also approved a suggestion from Larry to set dues for associate members, trial members, etc. as a percentage of the full membership fee. Dues were raised in Fall 2001 from \$150 to \$175 and in Spring 2005 from \$175 to \$200.

2. Growth Statistics – A chart updating the growth statistics for 5CLIR was distributed. On behalf of the Executive Committee Sara expressed appreciation to Chuck Gillies for maintaining the statistics for many years. For the time being, the task will be taken over by Larry. Sara reported that the Executive Committee recommends that we begin to maintain a statistical record on Special Programs to add to the data-base on seminars.

3. Web Site – Janet Price is revising the web site. Sara said that important documents and photos from past years would be kept in two sections of the Archives. Sara has suggested to the Curriculum Committee that the Moderator's Manual be put on the web site. In addition, she thinks certain pages from the manual (such as alternatives to presentations) should be placed in a prominent section of the site for all participants to see. The Executive Committee will be the last filter for putting things on the web site.

Peter Ferber will act as editor to insure that there is consistency in voice and style throughout the site.

4. Newsletter – The Executive Committee agreed to continue to mail the newsletter electronically for the remainder of the year as well as mailing printed copies. Next year members will be asked to select how they want to receive the newsletter. Callie will continue to put the events calendar on the front page so that people can easily print it out for ready reference. Larry will be discussing the newsletter with the Communications Committee.

5. Annual Meeting – The Annual Meeting and Preview are scheduled for April 25 at the Student Center, Smith College. The Executive Committee recommended continuing to hold the two events together in order to insure a quorum for the Annual Meeting.

6. Nominating Committee: Sara proposed the following members for the Nominating Committee: Lise Armstrong (chair), Dorothy Gorra, Ellen Peck, Peter Ferber, and Chuck Gillies.

Motion: Sheila moved that Council accept the members of the Nominating Committee as proposed by Sara. The motion was seconded and passed.

7. Development Committee – The Executive Committee recommended reactivating the Development Committee with the primary responsibility of fund-raising. Sara proposed the following members for the committee: Marybeth Bridegam, Bill Williams, Dave Cramer, Jeff Caplan, and Anne MacIntosh.

Motion: John Armstrong moved that Council accept the members of the Development Committee as named by Sara. The motion was seconded and passed.

Report of the Ad Hoc Committee:

Motion: Leo Sartori, chair of the committee, moved that the revised policy on “Exchange of deas and Materials” (see attached) be substituted for the existing policy statement on this subject. Council suggested changing the wording of the last sentence in the second paragraph from “are aware” to “have been advised.” Leo accepted the change and the motion was seconded and passed as revised.

Motion: Leo moved that Council establish the position of ombudsman as described in the attached report of the Ad Hoc Committee. The motion was seconded and passed.

Curriculum Committee Report: Joan Laird amplified the written report of the committee (see attached). The seminar situation for the fall is as follows: 13 proposals approved, 7 more received but not yet approved, several additional proposals expected. She asked for suggestions for the calendar. There seemed to be support for moving the start of spring seminars ahead one week if it works with the college calendars at the end of the semester. It was agreed that it is important to hold the previews during the 5CLR

term, but as late as possible, i.e., the end of April for the Fall Preview. Dave Cramer suggested having information available at the Great Decisions sessions to promote the fall seminars. Larry suggested a list of some of the upcoming seminars to use in advertising the previews.

Finance Committee Report: The current financial statement is attached. Membership dues continue to be less than budgeted. The silent auction brought in \$1,566. Expenses will be approximately \$2,500 less than projected due to elimination of part-time assistance in the office and reduction in the amount budgeted for the Spring Preview. Based on the reductions and income from the silent auction, the deficit for fiscal 2010 may be less than the \$4,887 budgeted. These estimates may change when additional projections for the remainder of fiscal 2010 are received. Committees have been asked to submit budget requests for fiscal 2011 by next week. The Finance Committee will then prepare a proposed budget to submit to Council at the March meeting. Bill distributed a handout showing hypothetical dues increases to \$225 and \$250 based on various assumptions of membership numbers. Discussion of the pros and cons of these scenarios followed. The Finance Committee will decide on a recommended dues structure at its next meeting and present it to Council in March.

The Finance Committee is recommending no cap on the total amount available for membership assistance for fiscal 2011. The Committee recommends that the registration form include only one option for donation, which will be for membership assistance (and eliminate the option for undesignated donations).

Motion: Larry moved that a membership fee structure be established that relates the First Time Spring, Trial Member, and Associate Member fees to that of the Full-Time Member fee as follows: First Time Spring Fee – 60% of the Full-Time Member fee; Trial Member fee – 40% of the Full-Time Member fee; Associate Member fee – 40% of the Full-Time Member fee. Such fees will be rounded to a convenient value. The motion was seconded and passed.

Public Relations Committee Report: Lise Armstrong reported that Jeff Caplan, Frieda Howards, and Arnold Friedman will make a presentation on 5CLIR to the Jewish Community of Amherst on March 17. The new video will be used as part of the presentation. Members are asked to suggest other organizations that might be interested in a similar presentation.

Summer/Winter Programs: Anne Lombard reported that the January programs were very successful. However, only about 2/3 of those registered for events showed up; in light of this, the committee will review the number of January offerings.

Membership/Meetings Committees Report: Sheila Klem amplified the written report (see attached) by stating that 12 trial members had subsequently enrolled as full members but that it is impossible to know whether the trial membership was a factor in their decision. The committee will make phone calls to present trial members to remind them about the preview. The committee also contacts by phone those who have dropped out.

The reasons given for dropping out do not appear to involve any negatives about the organization. Sheila says that people really appreciate these personal contacts.

Technology Committee Report: Philippe Meyer reported that the January workshops went well. The members seem to be getting more comfortable with computers as those in the “Basic” workshop seemed to need less help. There was standing-room only for the workshop on “Presentations and Using PowerPoint as a Tool.” Two workshops are planned for June. One will be “basic” with the emphasis on email usage and facilities. The second one is still in the planning stage. Janet Price is continuing to work on the web site design but Hy Edelstein is still webmaster until he and Janet complete the transfer of responsibilities. Hy and Chuck Gillies are analyzing the survey returns.

Special Programs Committee Report: Lise Armstrong pointed out that the written report (see attached) incorrectly states that Encore Presentations will begin on February 19. In fact, the first program is scheduled for February 26, followed by programs on March 5, 12, and 19.

Office Manager’s Report: Callie did not have any additions to the written report (see attached).

Great Decisions Committee Report: Dave Cramer referred Council to the written report (see attached). Because of the need to know ahead of time how many will be at the lunches following the sessions, he recommended that people sign up for all sessions and all lunches.

Old Business: Sheila reported that the luncheon on January 12 was very well received. Lise Armstrong said that the silent auction went very smoothly and that she would be happy to talk with anyone planning another silent auction on how she had organized it.

New Business: There was no new business.

President’s Closing Remarks: Sara will be asking committee chairs to send updated lists of committee members to Callie so that the information on the web site will be correct. She also asked people to call or email Callie to put things on the calendar to avoid conflicts. The calendar will be posted on the web site. Sara wants descriptions of the work of committees to appear on the web site and wants to insure that they are consistent and accurate. These should all be in sync with handouts to the membership. She is trying to achieve consistency as well as transparency.

The meeting was adjourned at 4:30 p.m.

Dorothy Rosenthal, Secretary

**NEXT COUNCIL MEETING
MARCH 11, 2010**

2:00-4:00 PM

*******NOTE DIFFERENT TIME FOR MARCH MEETING*****
FIVE COLLEGES OFFICE**