

**FIVE COLLEGES LEARNING IN RETIREMENT
MINUTES OF THE COUNCIL MEETING
MAY 13, 2010**

The regular monthly meeting of the 5CLIR Council was held on Thursday, May 13, 2010 at the offices of Five Colleges, Incorporated on Spring Street in Amherst, MA.

Present: Larry Ambs, Jeff Caplan, Peter Ferber, Arnold Friedmann, Gail Gaustad, Dorothy Gorra, Sheila Klem, Joan Laird, Philippe Meyer, Sandy Muspratt, Callie Orszak, Dorothy Rosenthal, Leo Sartori, James Scott, Beverley von Kries, Michael Wolff, Sara Wright, and guest Joan Wofford, nominee for Vice-President.

Call to Order: President Sara Wright called the meeting to order at 1:30 p.m.

Remarks by the President: Sara reported on the Executive Committee meeting of May 4.

1. Web Site – The Executive Committee confirmed that new material to be added to the web site should be brought to the attention of the president before the material is placed on the web site.
2. Concerns about privacy – Since material on the web will be available to anyone who chooses to open our web site, the Executive Committee agreed that we need to protect the privacy of our 5CLIR members. The Technology Committee has been asked to study the question of privacy and make recommendations to the Executive Committee for guidelines for our web site, especially where names, pictures, and addresses of our members are concerned.
3. Manual for Conveners of Special Programs – Sara commended the Special Programs Committee for developing a manual for conveners. Callie will email copies to members of Council.
4. Letters to the Editor – The Executive Committee was not in favor of adding a Letters to the Editor section to the newsletter as it would be difficult to select/deselect which letters to publish.

Report of the Vice-President: Larry referred Council to his written report (on file with these minutes). He said that all members are asked to sign off on permission to publish their photographs when they register but that was intended for the newsletter. There is now a need to make it clear that it would also include the web site. It is also important to record those who did not give permission so those requests can be honored.

Larry described useful information on the web site of the Osher group at the University of Southern Maine in Portland as well as a group in Arizona. He will send links to these to Council members.

Finance Committee Report: Sandy Muspratt reported that the Technology Committee and the Executive Committee have approved purchase of a new computer and software for the office. The cost is expected to be between \$1000 and \$1200. Funds are available for this purchase.

Motion: Philippe Meyer moved that Council approve the purchase of a new computer and software for the office manager. The motion was seconded and approved.

Technology Committee Report: Philippe referred Council to the written report distributed prior to the meeting (on file). Sara complimented the committee for the appearance of the new web site.

Curriculum Committee Report: Bev von Kries referred Council to the written report of the committee distributed prior to the meeting (on file). The committee did not meet this month but will meet in June. The lottery will be held on May 20.

Public Relations Committee Report: Outgoing chair Jeff Caplan summarized the work of the committee over the last few years. He reminded Council that the committee produced a pamphlet about 5CLIR, a bookmark to be used to publicize the organization, a DVD, and a PowerPoint presentation, and made presentations to local organizations. He believes that the committee has done about as much as possible on a very limited budget and that it will take more funds to move ahead. He pointed out that the ad run in the local papers by the Preview Committee about the Spring Preview paid off in the number of non-members who attended. Funds have been budgeted for next year. He said that 5CLIR will man phones for WFCR's fund raiser next week and the following week. Our participation in these fund drives is good publicity for us.

Summer/Winter Programs Report: Dorothy Gorra referred Council to the written report of the committee distributed by email.

Membership Committee Report: Sheila Klem reported that the committee will meet before July and once in the summer. They will contact new members to invite them to the picnic on September 14 (rain date September 15) from 12 to 2. The committee is planning another series of brunches. Council agreed with the suggestion of the committee to hold these in April.

Special Programs Committee Report: There will be an additional program in the fall called, "Computer Users' Discussion Group" to be facilitated by Peter Reitt. The newsletter will carry additional details about the group and its meetings.

Office Manager's Report: Callie said that many sign-ups for seminars have come into the office, including 6-7 new members.

Great Decisions Committee Report: The committee will be making a final report for the year at the next Council meeting.

Old Business:

1. Sara said that she has received retreat reports from some committees and would like the rest by two weeks before the June meeting.
2. Sara said she hopes that the Operations Manual will be completed this summer. It will deal with matters relating to 5CLIR as a whole. Procedures for individual committees will be handled separately.
3. Sara asked for approval of an ad hoc committee to consider requests from outside organizations: Dorothy Rosenthal (chair), Sandy Muspratt, Sheila Klem, Mary Franks, and Arnold Friedmann.

New Business:

1. Calendar for 2010-2011: A draft of the calendar was reviewed. Bev von Kries asked that the "Moderator's Reception" be changed to the "Moderator's Meeting." That and some other minor changes will be made in preparing a final calendar but no problems were seen with the major dates. Jim Scott pointed out that there is an early deadline for proposals for spring seminars of October 29. It was suggested that this be brought to the attention of members before the start of fall seminars so that those planning spring seminars will have enough lead time. A corrected calendar will be mailed in July and appear in the newsletter.
2. Based on a suggestion from an earlier planning committee of 5CLIR, Sara proposed appointing an archivist to the organization. Philippe suggested that "historian" might be a more appropriate title for the position.

Motion: Larry moved that 5CLIR establish the position of historian to work with the Past President in maintaining the records, demographics, and history of 5CLIR. The historian will be appointed by the President, subject to approval by Council, for a three-year period. The motion was seconded and approved.

3. Annual Report: Sara asked officers and committee chairs to complete their annual reports by August 1. The individual reports will be compiled into a report for 2009-2010 and presented to the President at the September meeting.

4. Newsletter: The deadline for the next newsletter is June 23.

The meeting was adjourned at 2:28 p.m.

Dorothy Rosenthal, Secretary

NEXT COUNCIL MEETING
JUNE 10, 2010
*******2:30-4:30 PM*******
FIVE COLLEGES OFFICE