

**FIVE COLLEGES LEARNING IN RETIREMENT
MINUTES OF THE COUNCIL MEETING
JUNE 10, 2010**

The regular monthly meeting of the 5CLIR Council was held on Thursday, June 10, 2010 at the offices of Five Colleges, Incorporated on Spring Street in Amherst, MA.

Present: Larry Ambs, Elizabeth Armstrong, Jeff Caplan, Peter Ferber, Arnold Friedmann, Gail Gaustad, Dorothy Gorra, Sheila Klem, Philippe Meyer, Sandy Muspratt, Dorothy Rosenthal, Leo Sartori, James Scott, Beverley von Kries, Bill Williams, Michael Wolff, Sara Wright, and Joan Wofford, Vice-President Elect.

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

Minutes: Dorothy Gorra corrected the report of the Summer/Winter Program Committee to read as follows: "Dorothy Gorra referred Council to the written report of the committee that was included in the catalog packet." The minutes of the May meeting were approved as corrected.

Remarks by the President: Sara reported on the Executive Committee meeting of June 7.

1. The Communications Committee has completed its work for the time being. It recommended that the newsletter be sent out by email except that those who do not receive email will receive printed copies. The catalogs will continue to be printed and distributed to members but will also be available on the web site. If people attending the previews do not want to keep their copies of the catalog, they will be collected and reused.
2. Retreat Reports – If committees want to propose changes based on their discussions following the January retreat, Council will be glad to consider their proposals.
3. Operations Manual – The Executive Committee agreed that only motions and policies that have been approved by Council should be included in the Operations Manual. When Mary Franks and Dorothy Gorra complete collecting these from past records, Bobbie Reitt will organize the material into a manual. Sara proposes that each committee prepare a brief description of its procedures to put in the office to hand on to new chairs.
4. Recommendations of Strategic Planning Committee and Other Previous Planning Groups – The Executive Committee determined that most of the recommendations of these groups have been enacted except for two still in process: (a) "Appoint a liaison to EIN to keep abreast of activities of other ILL's and to inform them of our activities." The PR Committee will take on this responsibility. (b) "Appoint liaisons to each of the five campuses." Sara and Larry will discuss this with Neal Abraham when they meet with him as part of an overall effort to forge closer ties to the colleges and Five Colleges, Incorporated.
5. Diversity – Larry will appoint an ad hoc committee to consider how to increase diversity in membership and programs.
6. Annual Report – All officers and committee chairs should submit an annual report by August 1. These will be compiled into an annual report for 2009-2010 and presented to the President at the September meeting. It was suggested that the final report be distributed to all members via email.
7. Newsletter – The deadline for the next newsletter is June 23.

Report of the Vice-President: The next Council meeting will be held on Thursday, July 15 at 2:30 p.m. at the office of Five Colleges, Incorporated if the room is available. It was noted that

members were notified of seminar placements for the fall by email rather than regular mail. Lise Armstrong suggested there needs to be a mechanism to prevent errors in these notifications.

Finance Committee Report: Treasurer Bill Williams reported that, as of the end of May, income from dues for the next fiscal year is in excess of what was received for the current fiscal year at the same time last year. This largely reflects the increase in dues for the next year. In addition, year-to-date results suggest a modest surplus for the full 2010 fiscal year, but he cautioned that this might change as time goes on.

Technology Committee Report: Philippe Meyer reported that the committee held two very successful workshops on Tuesday and Wednesday of this week.

Curriculum Committee Report: Beverley von Kries corrected the written report (see attached) that said that there were 35 new members at the Preview; it should have stated that 35 more people came to the preview than last year. She reported that the committee held a lengthy discussion on how curriculum could contribute to diversity in 5CLIR by increasing the diversity in offerings and books selected for seminars.

Public Relations Committee Report: Jeff Caplan reported that 5CLIR once again worked the phones for the WFCR fundraiser and that 5CLIR was mentioned on the air. He emphasized that this activity is of mutual benefit to 5CLIR and WFCR.

Summer/Winter Programs Report: Dorothy Gorra said that there has been an excellent response to the summer programs. Twenty-five people attended the Montague Plains walk, the computer workshops were successful, and both bus trips have been fully subscribed. Sara suggested that people send photos from the Montague Plains trip to Callie for the newsletter. Dorothy proposed that the name of the committee be changed to Winter/Summer Programs.

Motion: Larry Ambs moved that the name of the committee be Winter/Summer Programs. The motion was seconded and the motion carried.

Membership Committee Report: Sheila Klem reported that she met with new co-chair Frieda Howards and that they plan a meeting of the committee for the first week in July. They will contact the four people who expressed an interest in joining the committee. The committee will contact all new 5CLIR members to invite them to the picnic in September. Sheila said the committee would try to find mentors for new members. Because of the informal outdoor nature of the picnic, special thought needs to be put into how to introduce new members at that event. This was followed by an extended discussion about how chairs of committees should select members to fill open slots. The Curriculum Committee is the only one that consistently has more people expressing an interest than there are slots to fill. The conclusion of this discussion was to leave the selection of committee members to the chairs, which is consistent with the bylaws. Sara asked that committees not select new members until after July 1 to be fair to members who do not wish to register until the final deadline; of course, if a committee will select all who apply then this need not be a concern.

Special Programs Committee Report: Lise Armstrong reported that the committee will organize another community read. The book selected, "A Border Passage," was suggested by the 5CLIR Book Group. Special Programs will coordinate the community read, beginning with a discussion at the September picnic.

Office Manager's Report: No report.

Great Decisions Committee Report: No report.

Old Business: No old business.

New Business:

Larry Ambs had distributed a draft of a governance document (see attached) to serve as an introduction to the Operations Manual. He invited people on Council to send suggestions for changes to the draft to him. Sheila Klem asked why the document changed the name of the Membership Committee to the Members Committee. Larry responded that the change was meant to emphasize that the committee is not responsible for recruiting new members to the organization (which is under the PR Committee) but is responsible for current members.

Closing Remarks of the President: In recognition of the end of her term as President, Sara Wright thanked Council. She said that although Philippe, Sheila, and Jim will be completing their three-year terms, they would still be on Council as chairs of committees. She described her tenure as “the best of times and the worst of times.” She thanked her predecessor, Leo Sartori, for his example of calm under pressure. She also thanked the Executive Committee, which has met many times this year, and, in particular, Larry Ambs, “her right hand,” for his counsel as well as for carrying out the responsibilities of Vice-President. Her parting words were, “Call Larry.”

Presentation to Sara Wright: Larry Ambs presented a card to Sara on the occasion of her retirement as President and explained that she had already received a gift of orchids. In addition, he presented Sara with a fruit basket prepared by Callie. Council members stood and applauded for Sara and her accomplishments.

The meeting was adjourned at 3:55 p.m.

Dorothy Rosenthal, Secretary

NEXT COUNCIL MEETING

PLEASE NOTE: THIS IS THE THIRD THURSDAY, NOT THE SECOND THURSDAY

JULY 15, 2010

*******2:30-4:30 PM*******

FIVE COLLEGES OFFICE