

**FIVE COLLEGE LEARNING IN RETIREMENT  
MINUTES OF THE COUNCIL MEETING  
APRIL 12, 2012**

The regular meeting of the Council was held at the Five College Center at 2:15 pm.

**Present Council:** Larry Ambs, John Armstrong, Marybeth Bridegam, Laura Cranshaw, Arnold Friedman, Jim Harvey, Carol Jolly, Joan Laird, Betsy Loughran, Sandy Muspratt, Ellen Peck, Joan Wofford, Gordon Wyse

**Absent Council:** Michael Wolff

**Committee Chairs Present:** Mary Franks, Lise Armstrong, Janet Price, Fran Volkmann, Callie Orszak

**Minutes:** The minutes of March 8, 2012 were approved.

**Remarks:** Larry reported that the **Civil War Symposium DVD's** are now being sent out to local libraries. He asked for volunteers from various towns to deliver them.

Jim Harvey announced that the first meeting of the ad hoc committee on the **Rainey Day/Program Development Fund** had been held. A proposal will be presented at the May Council meeting.

**Fall Preview:** The past and incoming presidents are managing the Preview this year while Joan is preparing the ad for the *Gazette*. The timing will be 2 to 4 as usual, but the annual meeting will occur from 2 to 2:30. Moderators will be available from 2:30 onwards and food will be served toward the end. Hopefully, this schedule will involve more people in the meeting and keep them talking longer to moderators.

Joan reported that this year's ad on the Wednesday before the Preview will be larger, in color, and redesigned by Gail Gausted. It will also appear in the *Hampshire Life* and *the Bulletin* on Friday.

**Committee Reports:** Mary Franks referred to the printed report for the **Curriculum Committee**. Notes taken at the spring moderators' meeting were written up by Ellen Peck and sent out as a letter to all fall moderators. It is hoped

that this outline will become a check list for moderators at each stage of the seminar preparation.

Lise Armstrong, the outgoing chair, reported on **Special Programs**. Sara Wright and Diane Liebert will be co-chairs for next year. Lise thanked Callie for all the reminders she has sent out for each special program. This year we had allotted a slot on Tuesdays at mid-day; this has not appealed to anyone with special interests as yet but it has been used for committee meetings. This slot was to be a two-year trial.

There has been a scheduling clash on Thursday afternoons with too many things happening at the same time. Friday mornings in the spring are now reserved for Great Decisions. Special programs, which has been going now successfully for several years, does ask the Council to revisit our schedule for the next year.

Marybeth Bridegam voiced a concern of the **Summer/Winter Committee** which has many people listed but only a few who are active. The ensuing discussion clarified that only the curriculum and finance committees have definitely fixed terms of three years so that there will be turn-over of personnel. Other committees have undefined terms, partly because it has been difficult to get volunteers. The Council finally moved and passed a recommendation that "unless otherwise specified, all committee terms should be three years with the possibility of renewal if necessary." This does not need to be in the by-laws but it could be spelled out in the Procedures Manual.

Fran Volkmann reported that the first two sessions of **Great Decisions** have been very successful with 86 attendees at the first and 82 at the second. This is up considerably from last year. There has been more publicity this year and the evaluations so far have been good. One continuing problem is the sound system. The speakers have been using the Senior Center's sound system, but for questions the committee has brought in the LIR portable system. Janet Price agreed to try to coordinate this and make sure the speakers used the system correctly. Technical problems with power point presentations are on-going. Does Great Decisions need its own technical support?

Carol Jolly discussed the conclusions of the **Nominating Committee**. The slate of officers for next year will be Carol Jolly as vice president, Ellen Peck

continuing as secretary, Sandy Muspratt continuing as treasurer, and Betsy Loughran as assistant treasurer who will then become treasurer the next year. This slate will be announced at the Preview and voted on by mail. There are now 15 nominees for Council—the same as last year.

The committee also brought three recommendations to the Council.

1. The first was to make the **secretary position** at the minimum a two-year term. For this role continuity is important; since it takes a while to learn the procedures, there should not be a new learning curve each year. This does not have to be a by-law but can be part of the procedures manual. The recommendation was passed unanimously.
2. The second recommendation has to do with the **duties of the Treasurer**. According to 5CLIR procedure, the yearly evaluation of the Office Director must be submitted on a form filled out by the treasurer. Yet historically, this evaluation has been done by our President, usually over lunch. After much discussion, the Council recommended that the evaluation should be done by the Executive Committee in consultation with the head of the curriculum committee (which has the most day-to-day dealings with Callie). The report can still be filled out by the treasurer and submitted to 5CLIR in that form. The resolution approved by the Council was “the evaluation of the Office Director should be conducted by the President in consultation with the executive committee and, if needed, the chairs of the curriculum committee. The form can be filled out by the Treasurer.”
3. Recently our tradition has been to **alternate the gender of the president**—one year a man, the next a woman. Historically, at the start of LIR all the presidents were men even though the organization membership has been two women for every man. The practice of alternation was instituted to break this pattern. It is not part of the by-laws but is in the Procedures Manual under the rubric of diversity. (Callie remarked that in her experience men come into office with an agenda while women work on cleaning up procedures!)

The Council agreed that we should continue this procedure but not make it binding in case circumstances change.

Respectfully submitted, Ellen Peck, Secretary

**Next Council Meeting: May 10, 2012**

