

6/21/08

**Five College Learning in Retirement  
Minutes of the Council Meeting  
June 12, 2008**

**Next meeting: July 10, 2008**

Present: Jeff Caplan, Roger Coulombe, Mary Franks, Arnold Friedmann, Gail Gaustad, Chuck Gillies, Kathy Hazen, Ruth Hooke, Charlie Klem, Sheila Klem, Callie Orszak, Leo Sartori, Bobbie Reitt, Pete Reitt, Jim Scott, Nina Scott, Eleanor Shattuck, Bill Williams, Sara Wright

President Mary Franks called the meeting to order, wielding the gavel, at 2:35 p.m.

The May 8 Council meeting minutes were approved as written. The Annual Meeting (June 1) minutes are to be accepted (or not) at the next Annual meeting (*but corrections and omissions will be accepted at any time by the Recording Secretary.*)

The President reported that she was sent a form to evaluate the performance of the Office Manager, by Marie Hess, financial officer of 5CLIR. President Mary Franks has given Office Manager Callie Orszak a gold star for her excellent performance.

Vice President Leo Sartori reported that there were sixty-five guests at the Preview (the Preview was reviewed later under Old Business.) He also reported that the Gala committee has met and compromised on a ticket price of \$35 for everyone, members or not. Leo also noted that the director of Habitat has thanked LIR for working in previous years and is disappointed that we have not returned this year. Leo will ask the Special Programs committee to include Habitat on their list.

The President asked for the Committee reports, which follow:

Finance Committee: Treasurer Charlie Klem moved that the Accounting Procedures Manual, which has been distributed, be included as part of the Operations Manual. The President asked for discussion; as there was none, the motion was put to the vote and passed unanimously.

Curriculum Committee: Bobbie Reitt reported that the Preview generally met with the Committee's approval. She reminded the Council that seminar choices are due by June 20 in order to qualify for the lottery deadline; the lottery will be held on Tuesday 6/24. Bobbie asked Callie how the registrations were coming along, and Callie reported that lots of people are registering.

Bobbie's report follows: *In its final meeting of the year the committee reviewed the semester's work and started planning next year. Committee members reported enthusiastic feedback from LIR members about the array of seminars for the fall, and the consensus was that offering 27*

*seminars, the largest ever, will probably be fortunate since we had so many prospective members (65) attending the Preview on June 1.*

*Proposals already in hand for Spring 2009 were reviewed, and committee members were encouraged to start on recruiting over the summer.*

*The new appendix to the Moderator's Manual entitled "How to Plan a Seminar" was vetted one last time. It will be included in the September newsletter and will also be mailed with proposal forms to all moderators of fall seminars, for distribution to seminarians interested in proposing a seminar.*

*It was agreed that the Moderators' Reception next spring would again feature a panel discussion, this time focusing on handling problems that arise in conducting a seminar. Plans for a workshop during the January break on seminar presentation techniques were also discussed.*

*The next meeting of the committee will be August 7, when the new members of the committee will be oriented and plans for the spring semester will swing into action.*

*Departing members of the committee were thanked for their service, and a small gift was presented to departing co-chair Bobbie Reitt. – Bobbie Reitt*

Public Relations : Chuck Gillies pointed out that the committee will be taken over by Jeff Caplan, and stated that the Preview went well and that the committee has done 'reasonably' well in "getting our word out." Jeff continued saying that the Committee wants to give more Power Point presentations in the community, and has suggested this promotion as a project for our Social Work students. Jeff noted that everyone enjoys the Young at Heart Chorus, and LIR is just about as "vibrant and sexy" as they are. Jeff thanked Wil Hastings for our partnership with WFCR, the local radio station. Jeff also thanked Chuck Gillies who has "done the lion's share of a fabulous job."

Chuck distributed a page of statistics and data re this geographic area and our member's addresses; he also noted that he's dedicated this to our retiring president, Mary Franks. Interest was expressed in the relation of membership residence to classroom use on either side of the Connecticut River. Callie hasn't had time to start on this yet (this is an extraordinarily busy season.) Discussion followed re the problem, for some members, of transportation to and from seminar sites. Summing up, Mary stated that Jeff's committee will pursue this recurring transportation problem.

Jeff Caplan's written report follows: *Our first order of business was to go over final plans for the June 1<sup>st</sup> Preview. We determined we had done what we could, that all was in order and we would make a strong effort to be welcoming of "guests".*

*Plans for an LIR Bookmark were finalized and have gone off to the designer and printer.*

*We discussed that over the past years the committee has done rather well in terms of publicizing LIR and that we can now devote more attention to more typical public relations initiatives such as being a value added partner to various valley events and venues.*

*We discussed providing speakers and giving more LIR power point presentations and perhaps working with Amherst Cinema to offer a discussion around one of their screenings.*

*Work on an LIR video was also considered. Various members of the committee will begin investigating these and other opportunities.*

*The meeting was adjourned with warm thanks to Wil Hastings for organizing our “partnership” with WFCR’s fund raising and especially to Chuck Gillies who has done so much for so long and who despite his best efforts will not be left off the hook going forward. -Jeff Caplan*

Summer/Winter Committee: Gail Gaustad ‘s written report follows: *The list of Summer Programs was included in the packet distributed at the Preview. The deadline for registering for these programs is June 20. There will be no more meetings until the fall when the committee will be planning for January programs. Gail Gaustad, co-chair*

Meetings/Membership Committee: Sheila Klem reported that the revision of the membership application forms has been completed by the committee, which met in May and will meet again in late August. Gail Gaustad will meet with the committee re final plans for the September 10 picnic in the Gaustad’s backyard. The M/M Committee will assess the situation with new members and contact them re the picnic. Public Relation’s Chuck Gillies added that the P/R Committee will also pursue some of the many guests at the Preview.

Tech Committee: Pete Reitt reported that the committee met and decided to not hold an August computer workshop, but to wait until January. He noted that another survey of 5CLIR members is needed, as the membership has changed a lot in the last two years. Questions from other committees, such as Curriculum and Special Programs, should be added to the survey. The Tech Committee recommends that all the committee chairs put together a formal survey to canvass all members. Sheila noted that this would be a nice way for the Membership committee to get proactive. Lastly, Pete noted that we still have the support site, 1. the website and 2. e-mails.

Special Programs: Gail Gaustad referred the Council to the (green) booklet in the Preview packet that lists the many special programs.

Office Manager: Callie Orszak reported that she has an acute problem with visitors to the office who press the wrong doorbell and interrupt the Asian Studies person. Arnold Friedmann suggested that LIR send Asian Studies some flowers as an apology. Discussion followed re the doorbell marker/sign. Callie will deal with this.

Callie also reported that although she works 30 hours now she is still out of time. She is working on the Annual Report, and needs all of the committee’s annual reports; she expects to be finished by the end of August. Chuck Gillies remarked that we, as an institution, have a very poor historical memory; if we put on paper what has happened during the past year, we will have this as guidance for the future. This could be on the web site, and can be e-mailed to all members.

Callie added that we need more signups for the Gala in October. Ads will be in the newsletter and on the website.

Callie also reported that she had a long discussion with a member who wants 5CLIR to create a special membership category for a person who only wants to take one seminar and do nothing else, no special programs or social events, etc.

In pointing out that she wants to work at home on a Friday once in a while, Callie said that she would give committee chairs and Council her home phone number, as call-forwarding is not practical.

Great Decisions: Chair Roger Coulombe reported that the committee hasn't met. The committee has lost four members, including former chair Philippe Meyer, but has added Betsey and Sandy Belden, Jeff Caplan, and Peter Ferber; one more member would be nice. Ginny Christenson is the co-chair; she and Roger met for 2 hours. While the Depot has done a good job as a site for GD, Roger and Ginny have checked out Hickory Ridge, Clarion hotel, the Council on Aging-- nothing works out perfectly. The sound system at the COA is a problem (they are working on a new \$12,000 sound system.) Roger summed up that nothing is final yet; it's a good committee and they will meet in September.

Development Committee: Chair Kathy Coulombe's written report follows:

*Haven't had our first meeting since I am awaiting the names of any interested members who may have shown interest in joining the Development Committee or filled out the volunteer forms in the packets submitted at the Preview. Since the last Council Meeting we have discovered that the Massachusetts Foundation for the Humanities cannot fund a matching gift grant for capital expenditures, which we were hoping to submit in conjunction with 5 College Inc. and the Northampton Senior Center to procure a remote controlled video screen and new wireless microphone sound system in order to conduct Great Decisions from that location in the Spring. As advised by Nancy Goff at 5 College Inc., she suggests that the Northampton Senior Center submit their own request to the Community Foundation in order to fund the purchase of the screen and sound system (approx. \$12,000). We are trying to work in that direction and may aid the cause by paying for the screen if that helps the Center's position in obtaining the grant. I am working closely with Roger Coulombe and Ginny Christenson on behalf of the Great Decisions Committee. – Kathy Coulombe*

Nominating Committee: Eleanor Shattuck is working on getting enough tellers to count the ballots.

### OLD BUSINESS:

Re Annual Meeting: the President noted that the 133 members who were present constituted a quorum and pointed out that with the new Bylaws a quorum will not be such a difficult problem in the future. She pronounced the meeting "very impressive". She asked how did the Council feel about the space? Bobbie Reitt noted that the moderator's tables were jammed in together too closely, and Pete Reitt added that the traffic in the room was a problem. As the next Preview will be Sara Wright's responsibility as Vice President, Callie and Sara will talk to Smith re the booking of the next Preview in

November 2008. Discussion followed: what are other options for the venue? Why not the Davis Ballroom? Why on Sunday instead of a weekday?

Pete Reitt felt that Smith Catering's food costs were outrageous (a total of circa \$10 a head) and that the Aging Creatively catering last year was better, as was the catering for the Preview in November up on the balcony of the Campus Center by a different branch of the Smith food services. (Smith won't let us bring in our own refreshments.)

Roger Coulombe asked why does food play such a role in the Preview? (He suggested the possibility of a gymnasium setting.) Ruth Hooke agreed, saying that food at the Preview is 'extraneous, a waste of money.' Gail Gaustad noted that including a lunch is unnecessary for the Great Decisions program because of all the good restaurants in Northampton. Chuck Gillies called the Council's attention to the importance of providing opportunities for socializing to the membership; this is stressed in Public Relations as in LIR's Mission Statement—and food is a part of this. Also, Arnold Friedmann pointed out that there is a culture of providing refreshments at 5CLIR events. Sara Wright noted that social contact is important to a segment of LIR members. Mary Franks said that maybe Great Decisions could send people to local restaurants. Pete Reitt recommended talking about this elsewhere.

Sheila Klem pointed out that the transition to the Annual Meeting at the Preview went very smoothly, and Mary Franks agreed. Chuck Gillies remarked that there could be a feeling of excitement about meetings in relatively small spaces, that could be lost in a very large space.

#### NEW BUSINESS:

Leo Sartori noted that at the last meeting of the Aging Creatively committee, Joan Hastings (who is the driving force behind Aging Creatively, Arnold Friedmann added) said she would like to see another conference in the fall of 2009 or spring of 2010, on the Amherst side of the river. Leo asked if anybody is interested in running it?

Ruth Hooke feels that Aging Creatively should be an annual tradition/event: "wonderful public relations, it attracts all ages." Chuck Gillies agreed, adding that it should not, however, compete with the spring slot for the annual Great Decisions programs. Arnold Friedmann suggested waiting to make these decisions until we see what happens at the next Aging Creatively conference this fall, on November 18.

Leo Sartori reported that Pete Reitt is leaving as Tech Committee chairman and Philippe Meyer will be replacing him. Next, Leo Sartori said that he will be on vacation during the first two weeks in August and would like the Council to meet in July and skip August. Leo then expressed thanks again to the outgoing President, Mary Franks and Arnold Friedmann recommended that we "double the president's salary", (general laughter.)

Mary Franks said 'Goodbye' to those going off the Council—Joan Hastings, Ruth Hooke, Nina Scott, and Past President Arnold Friedmann. Bobbie Reitt is retiring as co-chair of

the Curriculum Committee. Sara Wright noted that Bobbie's performance was "spectacular, superior" and she has organized the work so well that it will be an easier job for her followers; Sara specifically cited the Preview, the Moderators' panel, etc.

Summary of committee changes: Treasurer Charlie Klem and Assistant Treasurer Bill Williams are staying on the Financial Committee. Gail Gaustad and Sally Lawton (Summer-Winter Committee Chairs) will be replaced by Anne Lombard and Carol Jolly. Gail Gaustad replaces Marybeth Bridegam on the Special Programs Committee. Philippe Meyer replaces Pete Reitt on the Tech Committee. Jeff Caplan takes over the chairmanship of the Public Relations Committee. Kathy Coulombe heads up the new Development Committee.

A new Operations Manual Committee has been set up in the new Bylaws, and Bobbie Reitt will serve as its editor. Dotty Gorra has volunteered to be on the committee, and Sally Edelstein, who has gone through many of the old minutes, will be invited to join. Charlie Klem recommended that each 5CLIR Committee designate somebody to work on their Committee's section of the minutes.

Outgoing President Mary Franks then handed over the gavel to Incoming President Leo Sartori, who declared the Council meeting adjourned at 4:30 p.m.

Respectfully submitted,

Katharine Hazen, Recording Secretary

Last words: Callie notes there is a half price sale at the Bookshop where she works part time, and Mary reminds everyone of the Gala and the Picnic.