

Senior College at Belfast Board of Trustees Meeting

January 18 2023 via zoom

Call to order : Nancy Perkins called the meeting to order at 9.30am.

Present : Nancy Perkins, Martha Laitin, Beth Sterner, Jim Owen, Ron Jarvella, Richard Koralek, Mayo Bulloch, Marjorie Arnett, Doug Chamberlin, Sam Causon, Denise Pendleton, Mike Ray, Karen Gleeson , Paul Sheridan.

Absent : Monica Morris, Deirdre Good.

Minutes of the November meeting were approved with no corrections.

Treasurer's Report was sent out on 17th January.

The Hutchinson Center invoice from August is still not correct.

An estimate of charges was sent to Nancy in December, she will make sure Beth has a copy.

9.90 forms are in the works

The Treasurer's Report was unanimously accepted.

Publicity: Richard Koralek reported that press releases went out in the first week of January to The Free Press, PenBay Pilot, Waldo Soup, Knox Soup, Belfast community radio, Our Town Belfast, Belfast Chamber of Commerce. Denise Pendleton has joined the now two person committee but more people are needed to help with publicity.

New business - Discussion of communication and volunteer issues raised in Paul Sheridan's letter.

Website – our current tech systems (word press, mail chimp & course storm) are not user friendly and we do not have enough people with the expertise to make them work smoothly. The proposed move to the Wild Apricot platform, which is specifically designed for membership based organizations, would make it possible for individuals with particular responsibilities to access and use the system to do a specific task, such as sending communications to members via email.

Newsletter – We currently have a monthly newsletter sent to members via email, Karen suggested that we could replace this with a shorter weekly message to current members to help promote more involvement with Senior College.

Announcements to members – these could be made by instructors during class.

Facebook – we still do not have a Facebook page, Mayo volunteered to set this up and Nancy volunteered to maintain it, we need to provide her with pictures of Senior College activities to help with this.

Printed materials – to reach those people who don't use email we could have a printed brochure and postcards sent out when classes are available for sign up.

Communicating with prospective members – Paul suggested that we need to find ways of communicating with people who don't already know about Senior College such as going out to talk to local organizations, for which we would need to find volunteers.

Jim suggested that we could talk to organizations that we already have connections with and he & Mike both volunteered to join the publicity committee.

Volunteers - Nancy stressed the need to find new volunteers as Senior College has lost several long timers.

Suggestions to help with recruiting volunteers :

We should first identify the specific tasks that we need help with as this would help when approaching prospective volunteers.

We could ask students at the Hutchinson Center if they would like to help us by volunteering.

We could look at members stated specific interests for particular volunteer needs.

We could set up a table at the Hutch during classes where committee members could identify themselves and talk to prospective volunteers during class breaks.

Once we identify a list of specific volunteer tasks we could have a volunteer recruitment table at the Hutch.

We should think of some positive reasons for volunteering to help with our recruitment.

We could appoint a volunteer chair person.

Operations committee : Doug reported that there have been some issues with email communications to students through course storm and he has opened a ticket with them to resolve.

There is a sub committee that will be looking into Wild Apricot and making recommendations to the board. Beth and Sam volunteered to join. Doug is familiar with the platform as he has used it with another organization, it is designed for use by people like us and our organization. We have the option of hiring a consultant to customize it for us but we will have a core group of our people who will learn and understand it with a couple of people becoming in house experts.

There is a need to establish the WA functionality with respect to course registration and payments when compared with course storm.

Doug stressed the need to put the new bylaws on the agenda of board meetings going forward.

Curriculum committee : There are 12 class proposals for the Spring semester. A motion was proposed to move the date of the Spring semester to April 13th – May 18th and was unanimously approved. This change will be announced by instructors in classes tomorrow and Karen Gleeson will inform the Spring semester instructors.

Nominating committee: Jim reported that the committee meets on Jan 25. Kristin Frangoulis will be joining the committee and is expected to be a great asset as she is very well connected in the Belfast area. The goal will be to find 4 suggestions for new board members by late June. Jim will email current board members to confirm their term end dates.

Old Business

Gilda's place – Marjorie reported that the group had received input from medical professionals and the organizer of Cancer Survivor day has agreed to provide their list of possible speakers once a date for the Belfast event has been set. Cancer month is June and so Marjorie will work on finding a suitable location for then.

Marjorie suggested that as April is poetry month, Senior College could hold a poetry event where the spring semester could also be promoted, she will look into a venue.

Waldo Reads – Denise reported that the chosen book is Night of the Living Rez by Morgan Talty. Nancy reported that a class proposal is in the works for a one day course on the book.

The meeting was adjourned at 11.10am

