

You Are Invited to the Sunrise Senior College

Annual Meeting 2023

Friday, June 9, 2023 at 12:00 PM

In-Person (Kilburn Commons at UM@M) and via Zoom

~ Agenda ~

Welcome

Lunch

Keynote Speaker - Megan Walsh, Head of Campus UM@M

Business Meeting - SSC Board Chair Remarks

Minutes of the Nineteenth Annual Meeting 2022

Treasurer's Report 2022-2023

Election of New Board Members

Recognition of SSC Volunteers

Adjournment

If you wish to attend the meeting but do not want to register online yourself, call us at 255-1384 and leave a message – we'll do it for you!

RSVP by Thursday, June 1st, 2023, 12:00 PM

Click the link below

https://machias.edu/ssc/classes/categories/2023-annual-meeting/



2023 ANNUAL MEETING REPORT

Sunrise Senior College 116 O'Brien Ave Machias, Maine 04654

207-255-1384

machias.edu/ssc

~ Note from the Board Chair ~

Dear Sunrise Senior College Members,

This has been the year of coming out for SSC. What a wonderful year it has been as we left behind two years of Covid based restrictions. SSC was able to emerge, as does spring, giving new life and beautiful flowers to a wintered countryside. This past year we held a combination of classes - some in-person, some on Zoom and some using our new OWL technology allowing for a hybrid in-person/Zoom experience to members on Zoom. This past year we held 30 different offerings that were attended by 515 students.

How we serve the community has truly changed for the better and has allowed us offer our classes to a much larger audience than we ever did prior to the start of Covid. We will continue to explore new ways to reach people. Have you seen our QR codes in the MVNO? It's a fast, easy way to be directed to exactly the content on our website that you want to see.

We are now back to being in-person for those members that miss the personal contact of being with other SSC members. Our annual meeting luncheon is another step in our efforts to bring back those things that were loved about our pre-Covid SSC and the good things we learned as a result of needing to survive as an organization during the Covid shutdown.

I am sorry to report that not all of our Senior Colleges have emerged as strongly as we have. We were not only able to survive but were able to grow during the lockdown period thanks to all of you and your willingness to adapt to change. Your Board of Trustees pledges to continue to work to help bring new ways to grow our organization. We want to be inclusive reaching out to anyone over 50 years of age by providing them an exceptional experience and great value in what they receive here at Sunrise Senior College.

Speaking of change, as part of your 2023-2024 Membership renewal you will now receive a Membership card for the year. By showing your card, you will be entitled to receive all your membership benefits here at UM@M. You will be able to show it for proof of membership in using Merrill Library, Student services like parking permits, and the use of the Reynolds Center.

The Reynolds Murdock Fitness and Aquatics Center is one of the prize jewels here at the University of Maine at Machias and they will be offering some special incentives to members of Sunrise Senior College. The center has a whole host of programs designed specifically for our seniors. The University will be offering a discounted monthly price of \$25.00 to all monthly members using this facility. This benefit will save you \$10.00 a month over the traditional costs. In addition, any Sunrise Senior College member who would like to try out the center to see if you might like to join you can get a one-day pass for just \$5.00 instead of \$10.00. To receive any of these wonderful benefits you will be required to show your membership card to get the discounts, so when you receive it be sure and carry it in your wallet.

Over the next year, we are exploring the possibility of approaching some of chamber area merchants to see if they might also offer you a discount when using their services. As we have more information, we will be sending this out in an email to our members only. With your membership card you will also receive a letter stating all the benefits you receive as a member of Sunrise Senior College, so be sure and renew your membership today.

As always please remember that we are an all-volunteer organization. If people do not step up and help this organization, will not be able to function as we do today. Some senior colleges have had to hire paid staff since they cannot get the volunteers, they need to make their program work. When this happens, the costs rise proportionally. We are able to keep our prices very low while offering a great value because of our volunteers. SSC offers a great service to Washington County and it is critical that this mission continue. If you have an interest in a subject or some expertise such as hobbies that are of interest to you, why not teach a class. Or perhaps you know someone that does, why not ask them if they would be interested. Then let us know and we will work with you in helping to make it happen. With Zoom we can now have someone from anywhere in the world teach a class.

Respectfully submitted, Jacqueline M. O'Clair SSC Board Chairperson

Sunrise Senior College Mission - Vision Statement

MISSION: The mission of Sunrise Senior College shall be to provide a community of "life-long" learners with curriculum and special activities for all people at least fifty (50) years of age and their partners/spouses.

STRATEGY: By excelling in serving the Seniors of Washington County and beyond with challenging materials, insights, enlightenment, interaction and enjoyment.

VALUES: Excellence, Integrity, Compassion, Communication, Volunteerism, Ownership, Empowerment, Diversity, Fun.

VISION STATEMENT: Sunrise Senior College is the go-to organization for learning opportunities within Washington County. With a mix of in-person and online courses, it's diverse array of innovative and informative offerings attract members and instructors from within and outside of the region, resulting in a growing, vibrant organization.

BOARD EXCELLENCE STATEMENT: Sunrise Senior College commits to treat all seniors with dignity and respect by creating a welcoming, open environment, being financially responsible stewards of the funds entrusted to us and by carefully balancing our expenses and the benefits provided to all our members and the community we serve. We also pledge to promote this throughout the organization.

SUNRISE SENIOR COLLEGE Report of the 19th Annual Meeting June 3, 2022 2:00 PM

The 19th annual meeting was called to order by chairperson, Jacqueline O'Clair at 2:05 PM.

Attending were Jacqueline O'Clair, Susan O'Clair, Jacquelyn Lowe, Jim Oberly, John McMurray, Joan Miller, Thiela Schnaufer, Eric Schnaufer, Karen Fishman, Diane Smith, Karen Mabus, Jo Anne Meyer, Mark Brown, Pamela Page, Gail Peters, Stephen Kelly, Jane Kelly and Barbara Anthony.

The meeting opened with several of the Board members reading the Board's Mission, Vision and Value statements.

Remarks from the Chair:

Jacqueline spoke about how 2021- 2022 continued to provide SSC with different challenges. Things are changing with the UMM/UMO merger and we are starting to get back out in person at events such as Margaretta Days.

She talked about how SSC has managed to stay "flexible" in responding to the changes and how we've seen Zoom help to expand our reach both in having instructors from across the United States teach courses for us as well as allowing for people outside of our immediate area and state be able to attend our offerings.

She also mentioned that we hope to be able to have next year's annual meeting in-person as things settle down with Covid and restrictions.

She also told us how the number of members willing to volunteer their time has diminished so that the administrative responsibilities had fallen to a few members of the Board. We still have a need for people to step up and volunteer or we will have to look at hiring people who have the technical skills needed to run the organization. If we cannot do that, we will cease to exist so we must have more help to continue this program.

2021 Annual Meeting Minutes:

There is one correction to the minutes presented at last year's meeting in that it was our 18th Annual Meeting and that we would be starting into our 19th year. Suzie O'Clair made a motion that we accept the minutes with the correction to be made, seconded by Jackie Lowe. The motion passed unanimously.

Treasurers Report:

Beginning balance as of the end of April 2021 was \$17,891.90 Income = \$5,218.73 Expenses = \$1,648.75 Ending Balance as of the end of April 2022 = \$21,461.88

CourseStorm Payout information:

Total Paid by students = \$5,362.65 Total Fees paid to CourseStorm = \$1,085.88 Total Payout received = \$4,273.73

A motion to accept the report as presented was made by Jim Oberly and seconded by Thiela Schnaufer. Motion passed unanimously.

Nominations:

The candidate for nomination to the Board of Trustees is presented below:

John McMurray, Trustee

Gail Peters made the motion to accept the John to the board with gratitude and Jo Anne Meyer seconded. The motion passed with John abstaining and everyone else voting aye. John was welcomed on board.

Jackie thanked those who have served the Board but left over the past year and volunteers who have also stepped away: Anne Archie, Curriculum Committee Chair; Katherine Ryanquint, Distribution Committee; and Karen Mabus, Policies and Procedures; as well as Joel Wilcox and Sandy Fairbanks, who will come back sometime in the future to teach classes for us again. Jackie noted that Karen has also been a member of the Curriculum Committee and will be staying on to continue her work with that group.

Jackie Lowe once again wanted to thank everyone for all their work in keeping Senior College going. She said that for people who live alone like her, this has been very important in keeping people engaged.

A motion to adjourn was made by Joan Miller and seconded by Suzie O'Clair. The meeting adjourned at 2:30 PM.

Respectively Submitted, Joan Miller, Secretary

Treasurer's Report Sunrise Senior College Annual Meeting 2022

| TREASURER'S REPORT: 2022 - 2023 | ITEM TOTAL | ITEM BREAK OUT | CATEGORY TOTAL | ACCOUNT TOTAL |
|---------------------------------|---------------|-------------------|----------------|------------------|
| | | | | |
| ENDING BALANCE: April, 2022 | | | | \$21,461.88 |
| INCOME: | | | | |
| Annual Fees | \$2,178.36 | | | |
| Course Fees | \$4,382.28 | | | |
| Donations | \$246.35 | | | |
| Miscellaneous | \$13.00 | | | |
| Refunds | -\$69.70 | | | |

| Summer-Fall 2022 semester | | -\$55.20 | | |
|--|---------------|---------------------|------------|---|
| Winter-Spring 2023 Semester | | -\$14.50 | | |
| | | | | |
| TOTAL INCOME: | | | \$6,750.29 | |
| EXPENSES | | | | |
| Scholarships | \$0.00 | | | |
| • | | | | |
| Independent Personal Services | \$1,348.75 | | | |
| Gift cards for Instructor "thank you" gifts (May 2022) | | \$625.00 | | |
| Gift cards for Instructor "thank you" gifts (March | | 400000 | | |
| 2023) | | \$723.75 | | |
| | | | | |
| Catering Svcs | \$0.00 | | | _ |
| Food Svcs | ¢0.00 | | | |
| 1 out oves | \$0.00 | | | |
| Membership Dues | ¢125.00 | | | |
| Machias Bay Chamber of Commerce (MBCC) | \$135.00 | | | |
| <u> </u> | | \$75.00 | | |
| Machias Historical Society (for booth for 2 days at Margaretta Days June 17th & 18th) | | \$60.00 | | |
| Subscriptions | † 0.00 | | | |
| Subscriptions - | \$0.00 | | | |
| Postage & Delivery Svc | \$91.25 | | | |
| May, 2022 | Ψ71.20 | ¢5.92 | | |
| 4/1/22 to4/1/22 to 5/31/22 | | \$5.82 \$26.04 | | |
| June 1 to June 20, 2022 | | \$14.46 | | |
| Reimb Jackie O'Clair for mailers and postage for mailing books to students for classes | | \$44.93 | | |
| - | | · | | |
| Advertising | \$84.00 | | | |
| Reimb Jackie O'Clair for Vimeo acct used for SSC outreach | | \$84.00 | | |
| | | | | |
| Printing & Copying Services | \$0.00 | | | |
| Printing | \$0.00 | | | |
| Dublications | | | | |
| Publications MDS Publishing - books for enring semester class | \$707.31 | #3E/ 00 | | |
| MRS Publishing - books for spring semester class Amazon - books for spring semester class | | \$356.08 \$33.90 | | |

| ENDING BALANCE: April, 2023 | | | | \$24,213.95 |
|--|----------------|---------------------|------------|-------------|
| TOTAL EXPENSES: | | \$3,998.22 | \$3,998.22 | |
| | | | | |
| for Spring 2023 class | | \$250.00 | | |
| Rental of Machias Savings Bank Community Room | , | | | |
| Rental and Leasing | \$250.00 | | | |
| Maintenance Copiers | \$0.00 | | | |
| · · · · · · · · · · · · · · · · · · · | | φ109.90 | | |
| Amazon - 2 Windows 10 32/64 bit disks with keys to update 2 SSC laptops | | \$159.98 | | |
| Computer Services < \$5,000 | \$159.98 | | | |
| Premium Pack 360 (for use with Zoom classes) | | \$971.19 | | |
| B&H Photo Video Pro Audio - Meeting Owl Pro | Ф9/1.19 | | | |
| Equipment Unit Cost < \$5,000 | \$971.19 | | | |
| In-State Travel | \$0.00 | | | |
| Amazon Business - Avery Business cards | | \$56.08 | | |
| Office Supplies | \$56.08 | | | |
| | | | | |
| Food & Provisions (Sodexo) | \$0.00 | | | |
| Outreach events | | \$13.99 | | |
| Amazon Business - supplies for Spring 2023 class Amazon Business - supplies for SSC tent used for | | \$180.67 | | |
| Supplies & Materials | \$194.66 | | | |
| Hamlet | | \$81.31 | | |
| Amazon Business - Books for Spring 2023 Class - | | | | |
| Dramatists Play Svc Inc - books for Fall | | \$39.95 \$196.07 | | |
| Reimb Jackie O'Clair - AOMEI Partition Assistant Professional tool to update SSC laptops to Windows 10 | | #20.0F | | |

CourseStorm Payout Information May 1, 2022 to April 30, 2023

| TOTAL PAID BY STUDENTS | TOTAL FEES PAID | TOTAL PAYOUT REC'D |
|------------------------|-----------------|--------------------|
| \$6,684.85 | \$1,286.69 | \$5,388.34 |

Slate of New Board Members Sunrise Senior College Annual Meeting 2023

The following SSC members have been recommended for the Board of Directors:

Diane Smith (Trustee): Diane recently retired from a career in operations and supply chain management mainly in the manufacturing facilities of health care devices, Diane currently resides in Jonesport, ME. After moving multiple times on behalf of her employers, she now welcomes the opportunity to call the Maine coast her home. Her days are filled with finally unpacking all of those boxes that have been moved from place to place, re-modeling the circa 1900's home that she and her husband bought and pursuing her interests in gardening, reading and continuing to learn. She started taking courses at Sunrise Senior College shortly after she arrived and enjoys helping to support the organization.

John Strand (Trustee): John is a nationally recognized playwright, winner of the Charles MacArthur Award for playwriting. He has published ten plays and one novel, and has twice been playwright-in-residence at Arena Stage, The Mead Center for American Theater, Washington, DC. He taught History of European Theater and Creative Writing for New York University and directed NYU's Experimental Theater Wing in Paris. He lived for ten years in Paris and worked as a journalist and editor in Europe and the US, writing in French and English. He served as publisher and editor-in-chief for the American Alliance of Museums and most recently has been a senior editor at the National Gallery of Art, Washington. Originally from Maine, John and his wife Amanda Bidlack Strand moved to Washington County in 2021, where they now live year-round.

Other Nominations:

Committee Reports Sunrise Senior College Annual Meeting 2023

CURRICULUM COMMITTEE

Recap of Summer-Fall 2022 and Winter-Spring 2023 Classes

The by-laws of Sunrise Senior College charge the Curriculum Committee with the following responsibilities: to plan and approve course offerings; to recruit and approve qualified instructors; to work with volunteer schedulers, host, and with instructors in preparing to offer classes remotely and in-person. The College offers short courses during the summer and winter terms that are free to members and open to non-members for a fee. The College offers courses, often multi-session ones during the spring and fall terms for a modest fee to members with an invitation to other Maine Senior College members, and to non-members to participate if space is available. The Curriculum Committee works with instructors to provide reading material for classes as needed.

The Curriculum Committee met monthly July 2022 through June 2023. Curriculum Committee members at the start of the year were: Karen Mabus, Jo Anne Meyer, James Oberly, Suzie O'Clair (Acting Chair July, 2022, through April, 2023), and Thiela Schnaufer. Joan Miller had to step away for personal reasons but continues to support the Committee through her articles in the MVNO and Quoddy Tides. We gained three new members to the Committee – Stephanie Strongin, Diane Smith and John Strand – who all jumped in and got to work with enthusiasm.

The Summer term for 2022 featured six classes which enrolled 137 students. One in-person class, Plant Walk, taught by Ms. Suzanne Carlisle, had to be cancelled because of pandemic concerns.

The Fall term for 2022 featured nine classes, seven of which ran as scheduled with two being cancelled. 110 students registered for the classes.

In an effort to support SSC's vision of being more fluid in our ability to offer classes, the Curriculum Committee adopted a less stringent approach to defined semesters and looks more at when during a combined session - Winter-Spring or Summer-Fall – an instructor/presenter is able to offer a class. Our Winter-Spring 2023 term offered 16

classes – 3 classes were Zoom only, 4 classes were in-person only with 9 classes held as hybrids (in-person and Zoom). A total of 255 students registered for these classes.

The Curriculum Committee elected James Oberly to serve as Chair of the Committee for a one-year term as of May, 2023, and continues to recruit, review, and support innovative and interesting course offerings that serve the membership.

Respectfully submitted, Suzie O'Clair Prior Acting Chair, Curriculum Committee

Membership Committee

| Membership Report, June 2023 | | | | |
|------------------------------|-------------------|-----------------|-----------|----------------------------|
| | Number of Classes | Number of Seats | Members | Number of Guests (Other SC |
| | | | Attending | and Non-Members) |
| Summer 2022 | 6* | 123 | 74 | 24 |
| Fall 2022 | 10** | 348 | 100 | 24 |
| Winter/Spring 2023 | 16 | 252 | 211 | 49 |
| | | | | |
| Total | | 589 | 385 | 97 |
| | *2 cancelled | | | |
| | **1 cancelled | | | |
| | | | | |
| Members | 92 | | | |
| Donations | \$285 | | | |

Respectfully submitted, Membership Committee

Public Relations Committee

Our Public Relations teams continued to reach out to the people of Washington County and beyond with publicizing SSC classes and activities in local papers, on our website, through the Maine Senior College Network and through the CourseStorm Registration System. We constantly looked at new ways to promote our organization and the vibrancy of our classes, incorporating new technologies with the articles in the papers and collaborating with UM@M to offer discounts to the members of SSC.

Respectfully submitted, Public Relations Committee

SSC Proposed 2023-2024 Budget

| SSC Budget 2023 - 2024 Season | 2023/24 EST | Breakdowns |
|-------------------------------|-------------|------------|
| INCOME: | | |
| Annual Fees | \$3,000.00 | |
| Course Fees | \$4,000.00 | |
| Donations | \$200.00 | |
| Miscellaneous - Petty Cash | \$10.00 | |
| Refunds | (\$50.00) | |
| | | |

| TOTAL INCOME: | \$7,160.00 | |
|--|------------|--------------------|
| EXPENSES: | | |
| Scholarships | \$500.00 | |
| UMM Scholarship | 400000 | \$500.00 |
| Catering Svcs | \$800.00 | |
| Curriculum | 4000.00 | \$300.00 |
| Public Relations | | \$500.00 |
| | | • |
| Membership Dues P/R | \$140.00 | |
| Public Relations (MBACC) | | \$75.00 |
| Public Relations (Machias Historical Society (Margaretta Days booth)) | | \$65.00 |
| Conference & Registration Fees | \$100.00 | |
| Curriculum | , | \$100.00 |
| | | |
| Postage & Delivery Svc | \$175.00 | |
| Public Relations | | \$100.00 |
| Curriculum | | \$75.00 |
| Advertising | \$300.00 | |
| Public relations | , | \$300.00 |
| Printing & Copying Services | \$200.00 | |
| Curriculum | Ψ200.00 | |
| Public Relations | | \$200.00 |
| | | • |
| Publications (previously called Books) | \$600.00 | |
| Curriculum | | \$600.00 |
| Supplies and Materials | \$0.00 | |
| Curriculum | \$0.00 | \$0.00 |
| Public Relations | | 40.00 |
| | | |
| Office Supplies Curriculum | \$200.00 | |
| Public Relations | | \$50.00 |
| Membership | | \$150.00 \$0.00 |
| | | Ψ0.00 |
| In-State Travel | \$75.00 | |
| Curriculum | | \$75.00 |
| Maintenance Copiers (Photocopying) | \$100.00 | |
| Curriculum | ψ100.00 | \$75.00 |
| Public Relations | | \$25.00 |
| | | |
| CourseStorm Charges | \$0.00 | |
| Treasurer | | \$0.00 |
| Subscription (CourseStorm) | \$0.00 | \$0.00 |

| Doubel and Lassins | #300 00 | |
|--|------------|------------|
| Rental and Leasing | \$200.00 | |
| Curriculum (Rental of Machias Savings Bank Community Room for class) | | \$200.00 |
| | | |
| Administrative Expenses | \$0.00 | |
| TOTAL EXPENSES: | \$3,390.00 | \$3,390.00 |
| | | |
| ENDING BALANCE: | \$3,770.00 | |

Respectfully submitted, Suzie O'Clair Treasurer

SSC Board of Directors and Volunteers 2022 - 2023

2022-2023 SSC Board Members

Jackie O'Clair - Board Chair

Jackie O'Clair - Board Chair, Membership Committee, Jo Anne Meyer - Trustee, Outreach Events Chair,

Marketing and Market Research Committee Curriculum Committee

Mark Brown – Board Vice Chair, Membership Committee - James Oberly – Trustee, Curriculum Committee,

Registrar Marketing and Market Research Committee

Suzie O'Clair - Board Treasurer, Curriculum Committee, Thiela Schnaufer – Trustee, Curriculum Committee,

Public Relations Committee, Membership Committee Public Relations Committee

Joan Miller - Board Secretary, Public Relations Committee John McMurray – Trustee

Rose Mondeville - UMM Liaison ~~ Dr. Eric Jones - UMM Faculty Liaison

Curriculum Committee

Jim Oberly - Chair

Leigh AlleyJim OberlyDiane SmithKaren MabusSuzie O'ClairJohn StrandJo Anne MeyerThiela SchnauferStephanie Strongin

2022 ~ **2023** Instructors

Susan Amper
Dr. Robert Arseneau
Debra Bokur
Mark Brown
Christina Craveiro
Meri Fern
Rebekah Hodgson
Dr. Sam Hunkler
Dr. Tora Johnson

Dr. Eric Jones
Garret Lee
Nick Lund *
Karen Mabus
Andrea McGill-O'Rourke
John McMurray
Mike Manning **
Mitch Monini **
Dr. Gerard NeCastro
Dr. Jim Oberly

Curt Olson
Thiela Schnaufer
Michael Stanton
Dr. Sally Stockwell *
Amanda Strand
John Strand
Kirstin Underwood **
Gale White
Sara Williams **

^{*} Maine Audubon Society
** Downeast Salmon Federation

2022 ~ 2023 Schedulers

Leigh Alley Jo Anne Meyer Suzie O'Clair Stephen Kelly Jim Oberly Diane Smith Jackie O'Clair

2022 ~ 2023 Hosts and Co-Hosts

Karen Mabus Jim Oberly Diane Smith
Jo Anne Meyer Jackie O'Clair John Strand
Jackie Lowe Suzie O'Clair Stephanie Strongin
Thiela Schnaufer

Membership Committee

Mark Brown - Registrar, Jackie O'Clair, Suzie O'Clair

Public Relations Committee

Suzie O'Clair – Pro Tempore Chair

Joan Miller – MVNO/Quoddy Tides Reporter Suzie O'Clair – Webmaster/Brochures, Email/Voicemail

Jo Ann Meyer – Email Operator Administrator, CourseStorm Registration System

Operator

Jim Oberly – Email Operator Thiela Schnaufer – MVNO/Quoddy Tides Reporter

Jackie O'Clair – Webmaster, MVNO/Quoddy Tides Diane Smith – Email Operator, CourseStorm Registration

Reporter, CourseStorm Registration System Operator System Operator

P/R Outreach Committee

Jo Anne Meyer – Chair Suzie O'Clair

A Special Thanks To Those Who Have Served

We would also like to thank those that have had to leave us during the past year – Anne Archie, Catherine Ryanquint, Sandy Fairbanks and Joel Wilcox - all of whom have served as volunteers on various committees, Board chairs and in many other capacities assisting SSC in fulfilling its mission. We are grateful for everything you have done for SSC. If we have missed acknowledging anyone, we apologize and thank you for your willingness to be a part of this organization.