

# ICL Board Meeting Minutes

## Jan 2012

**Order:** Ken Panck called the meeting to order at 3:16 p.m.

**Present:** Ken Panck, Nancy Robinson, Peter Ronai, Gary Beck, Bill Griffiths, Peter Rasmussen, Eunice Porter, Karen Bender, and Oddny Everson

**Last meeting minutes:** The December minutes were approved as distributed.

There were no additions or changes to the agenda.

**Treasurer's Report:** Nancy Robinson had prepared and distributed the Budget Statement ahead of the meeting.

Ken called attention to the growing reserve and suggested that that amount be held down. Committee members expressed agreement.

Nancy expressed satisfaction that required disbursement forms were being proffered in a timely matter. She did comment that "sponsors" of presenters should be made aware of the fact that there are various forms to be completed depending on whether the speaker is from the university or is an outside speaker. Peter Rasmussen asked that a standard procedure be established to make that happen. Nancy said that the curriculum committee should be responsible for such a procedure and Gary Beck concurred.

Nancy introduced the topic of the ICL donation to the W.U. student fund and suggested that it be disbursed earlier in the year to

make the money available when needed. Ken suggested that the donation of \$1500 be made at the end of the school year but added that he will contact Judy Basker to see if that would be best.

**Information Services:** Peter Ronai reported that the new ICL website is working well and only 1 member has let him know that he/she is unable to print the schedule.

Peter decided (after discussion) that he will track the speaker evaluations that are completed online and regularly report trends at the Board meetings.

Also, Peter described his plan to clean up the website design so that a person will be able to access the class schedule without have to click on the breaking news link.

**Curriculum Services:** Gary Beck shared the fact that there have been recent cancellations and it will be necessary to find new speakers.

**University Support Services:** No report.

**Membership Services:** Eunice Porter called attention to the long waiting list and described her efforts to require better attendance of many. She said that she is in the process of contacting people with poor attendance to suggest their resignation or (when it is a case of a couple) suggesting that one of the couple retain membership while the other participate in the program as a guest. Ken offered to work with Karen to draft a letter (that will be according to policy and procedure) addressing low attendance to be sent to specific individuals both at the end of the Fall Term and at the end of the Spring Term.

In the course of this conversation Francis Allen, having celebrated his 90th birthday, was given emeritus status in ICL by

board vote.

**Social Services:** Karen Bender and Oddny Everson reported that the annual picnic will be at Minto-Brown park.

### **Old Business**

Update on 20th Anniversary Committee Activities: Peter Rasmussen, described an opening day celebration that will include a "fancier" gathering in the morning. Not a lunch. A movie is being created to benefit new members. It will give some history and show interviews with older as well as new ICL members. Also, committee members are working with the university archivist to learn how ICL records might best be stored.

### **New Business**

Ken announced that Don Gallagher has accepted to chair the nominating committee.

Gary Beck, Bill Griffiths and Nancy Robinson indicated that they will be leaving their respective positions on the board at the end of the term.

It was moved and seconded that the applications of current members be kept so that these can be consulted to find work histories.

It was agreed to that the Audio-visual support position be separated from the Curriculum Committee leadership, but be subordinated to it. Gary will look for the right person and will ask Don to announce his position and role as nominating chair to ICL membership.

The board agreed to Grant's request that \$150 be donated to the Willamette Singers as a special gift.

Peter Rasmussen described the collaboration of ICL member, Gene Fletcher and W.U. Director of Career Services, Jerry Houser, to select our ICL members to speak to Houser's class about career paths. Gene will make the final selection. Other ICL members might be asked to participate in interviews.

The board discussed Margaret Beeler's concern that the "internet access" policy is preventing otherwise eligible people from becoming ICL members. Internet access is a stated policy and will remain such, but is not now impacting current members.

Ken ended the meeting at 4:10 p.m.

Submitted 1/27/12.

Bill Griffitts