

ICL BOARD MEETING MINUTES

November Board Meeting, 2012

Order: Director **Ken Panck** called the meeting to order at 3:10 pm. The minutes of the October meeting were approved.

Members Present:

Executive Director – **Ken Panck**, *Curriculum Services* – **Tom Zook**, *Social Services* – **Oddny Everson**, *Information Services* – **Peter Ronai**, *Membership Services* – **Eunice Porter** and **Louise Schroeder**, *Financial Services* - **Charlene Robbins**, *Past Executive Director* - **Gary Beck**, *Secretarial Services* - **Jyl McCormick**.

Guest: *ICL member* – **Milt Robbins**

Excused Absence:

Curriculum Services – **Peter Rasmussen**
Social Services – **Karen Bender**
University Support Services – **Hardin King**

Board of Directors Reports:

– **Financial Services:** **Charlene Robbins** stated that she did not receive the previous month's data before ICL Board meeting time and will have a complete status report in a few days. She will email all Board Members with the report. In October, there was \$4,895 income and \$3,920 outgo.

– **Information Services:** **Peter Ronai** has added photographs and bios of speakers in the current class

schedule. This addition has been well received by most of the class although a few members preferred a more condensed version because of printing problems. He also stated that this is for the website and although many members like to print out the information, that is not the purpose of this information. He suggested that he might publish an additional edited format with just the titles for those members who choose to print the information. **Ken Panck** told him to go ahead with that and see how well it is accepted. **Peter** said that next term's curriculum classes and information are coming in at a good rate. He thanked **Tom Zook** for getting the information in quickly.

Ken Panck said that **Dave MacMillan**, **Gary Beck**, and **Tom Zook** have been working on the equipment for presentations and things are going better. Discussion was held regarding the time for announcements before class and the question/answer period during the class. Announcements should begin five minutes prior to class time in order to give the presenter the full time allotted. Usually, the Q/A time should be 20 minutes. This would allow the presenter to have a 30 minutes presentation. [With one hour allotted for each segment, a Q/A time of 20 minutes should leave 40 minutes for the presentation, shouldn't it?]

– **Curriculum Services:** **Tom Zook** said he met with the Theatre staff and there will be two sessions each semester to coincide with their current play. He is still working with ICL sponsors of outside speakers to get more than the name and date of a presentation as he is not getting information on the content of some presentations.

– **Membership Services:** **Louise Schroeder** said that an ICL couple who are snow-birds suggested that they could split a membership with another couple for the time they are

not in Oregon. Discussion followed regarding the conditions and how it could be applied. It was decided that this could be put in place as a pilot project, and those snow-bird members would open their slots to the first two people on the waiting list. Those people would probably be able to join ICL the following year. This would just allow them to be “guest” members for the time the snowbirds are absent during the current year. Because there are always a few spaces for new members each year, transition to full membership should not be a problem. The Board would be responsible for designating the “guest” members. **Eunice Porter** said the new guest members would have a name tag that indicated they are a “guest member,” but would not be eligible for a University card. **Louise** will send an invitation to those people who would be eligible to become a “guest” member.

– **Secretarial Services:** **Jyl McCormick** read a letter that was received from the Carrousel thanking ICL for their donation in the name of Don Hopkins. They have applied the donation towards the creation of his custom frog, “Mr. HOPkins.”

– **Social Services:** **Oddny Everson** said the End of the Semester Luncheon is arranged with the Notables being there for a performance. The cost to ICL members is \$10 and she will begin taking money next week.

NEW BUSINESS

Ken Panck met with CLA Dean Dr. Moore regarding **Hardin King** and his role in meeting with Department Heads regarding professors who will talk to our class, and how we can be of service to the University. She was very receptive to an increased connection to the University.

It does not look as if it will be possible to arrange for coffee to be available at Ford Hall. **Ken** had checked with several sources after the initial discussion and there is too much conflict with the areas serving coffee elsewhere on campus and the logistics of the additional location.

Peter Ronai referred to the change of class time on October 23, when classes started at 10:30 a.m. ICL members were happy with the reduced lines for lunch at Goudy. He suggested that next fall, ICL might consider changing the schedule to reflect this change of time. It would not be feasible to do this Spring semester as too many classes are already scheduled. He also stated that he had checked the dining hall at 11:00 and it was more crowded than at 12:00. **Charlene Robbins** suggested sending a survey to members [sending a survey to members was actually part of *Peter's* proposal] and asking if they would like to change times and give reasons for their answer.

Tom Zook said it was difficult to book speakers in the afternoon as many ICL members do not stay for the afternoon sessions. He also said that the October program when ICL members got to go to convocation at the Music Department was very enjoyable and it would be nice to be able to attend those programs next year. **Peter** will post a survey to the website. [Peter's survey on ICL's hours of operation gave attendance at Convocations as a benefit of shifting ICL's schedule back by 30 minutes. This was not to be a separate survey.]

Ken Panck said Don Gallagher had approached him regarding ICL members moving chairs into the Ford Hall auditorium. ICL may not move any chairs into the auditorium. He has also met with the building manager, and she had said that there have been no issues with ICL and the students both using the lobby of the building.

Charlene Robbins asked if it would be possible to have coat racks available in the auditorium. **Ken** will ask **Hardin King** to check into the possibility.

Ken Panck said that he was pleased that when people use the microphone in class, they are identifying themselves.

Meeting was adjourned at 4:00 pm.

Respectfully submitted,

Jyl McCormick
Secretarial Services