

# ICL Board Meeting Minutes

## September 5, 2013 Board Meeting

**Order:** Director **Ken Panck** called the meeting to order at 1:55 pm. The minutes of the April meeting were approved.

### Members Present:

*Executive Director – Ken Panck; Past Executive Director – Gary Beck; - Curriculum Services – Tom Zook and Peter Rasmussen; Information Services – Peter Ronai; Membership Services – Eunice Porter and Louise Schroeder; Social Services – Sandy Colburn; Secretarial Services – Jyl McCormick.*

### Excused Absences:

*University Support Services – Hardin King; Social Services Sharon Dearman; Financial Services – Charlene Robbins*

### Guests:

**Phil and Maureen Caudill** – Field Trips

### Directors Reports:

#### Financial Services:

The financial report was sent to the Board members the week before this meeting. The budget that had been sent to members earlier was approved.

#### University Support Services:

**Ken Panck** reported that **Hardin King** had given him the University Support Services Report. *Item 1* was that due to a change in the computer systems, the ID cards used the photos from the 2012-13 cards. New photos were available for new members. *Item 2* regarding parking permits for parking on Tuesday and Thursday at Willamette Heritage Center would cost \$55 per academic year. Checks should be made payable to WHC. *Item 3* regarding scheduling and class venues included a change on Tuesday, September 17 in the afternoon for the piano jazz program was scheduled to the Library's Hatfield Room and the class on Tuesday, October 15, for the afternoon will be in the Alumni Lounge. *Item 4* Library Usage – The policy for ICL members is the same as students to the library. When there is access for students, ICL members are granted the same privileges. They also offer the reserve service that allows up to five books to be placed on reserve. *Item 5* discussed potential problems with the use of Ford 122. If there is a conflict between ICL and a regular class needing the large room, the course that is held for academic credit takes precedence. We may experience more bumping as demands on Willamette's resources increase. Ford 122 is scheduled from 9:00 – 4:00 for Tuesdays and Thursday but is still subject to bumping. Hardin also thanked **Ken** for quick action in having ICL well represented as officials in the new WU world record of Red Light – Green Light. **Ken** said he is meeting with Kathleen Kelly every other week in the regard to scheduling. He will ask her if the door in the front of Ford 122 be unlocked for the classes as the Fire Marshall will not allow the doorsteps to be used.

### **Information Services:**

• **Peter Ronai** said that **Mieke Visser** is up to speed with the website. She will be in charge of the Spring Schedule. **Peter** will oversee the schedule during that time. The printed Membership Book already has three changes of addresses for members. He will send changes by email within a month to all members.

### **Curriculum Services:**

**Phil** and **Maureen Caudill** reported on upcoming field trips. On November 19, they have planned a day in Eugene. The group would visit the Conger Clock Museum that houses the largest clock collection with clocks dating back to the 1500s and also has the history of telephones and cameras. Lunch would be held at the Oregon Electric Station that is adjacent to Amtrak. This restaurant is a collection of dining cars. There would be four menus available for a cost of \$16.52 per plate including tip (\$2.52). After lunch, the group would go the Jordan Schnitzer Museum of Art with the current exhibit of the Greatest Photos of the American West, Japanese Theatre and Women's History. There is also a coffee shop in the building and there would be a tour guide for the group. The cost for the bus is \$986 and the cost for the Museum of Art is \$1. Dividing this by the 55 members who would attend, the cost per person would be \$35.52. ICL members would be charged \$35 each and ICL would pick up the difference. **Phi** and **Maureen** have investigated a spring trip to Astoria, but the cost of \$160 per person might be prohibitive. This cost would include lodging and lodging and food for the bus driver, in addition to the cost of the bus. They have a secondary plan for the spring trip. **Ken Panck** indicated that he is leaning toward having all field trips pay for themselves. **Peter Rasmussen** suggested that five scholarships be available for these trips. **Phil** said that this would be their last year to arrange the trips and they hoped to have another couple that would assist in the spring trip and then take the planning over for the next year.

**Tom Zook** said that the curriculum for Fall Term only has one spot left to fill. **Gary Beck** suggested a local tour of the State Hospital Museum for one of our field trips. A presenter from the Museum talked with ICL last year and this would be a good follow-up on that information.

**Ken Panck** asked **Tom** about using Smullin Hall again when Ford 122 was not available. **Tom** said that ICL was only offered the Alumni Lounge when he talked with **Kathleen Kellay**. **Tom** said that ICL was bumped from using Montag Center for the January first-day coffee.

### **Membership Services:**

**Louise Schroeder** will send out emails to those on the waiting list as they will be openings for membership in January. **Louise** was asked by one of the ICL members if a short biography of new members could be available for members. This was discussed and tabled until a later date.

### **Secretarial Services:**

**Jyl McCormick** did not have anything to report.

### **Social Services:**

**Sandy Colburn** asked if there was any information about a charity that **George Dionesotes** had requested. No one knew of any. The donation to Salem Philharmonia Orchestra in Dorothy Dobson's name and the donation to Willamette Valley Hospice in Francis Allen's name have been given. The picnic this summer did not have enough salads and some of the members who

were at the back of the line did not have anything other than the ham left. Mary Millbrath will not be able to continue with the picnic but Jan Miller will continue to organize it. The menu will probably be changed to the hamburger / hot dogs from previous years.

**Adjournment:**

The meeting was adjourned at 3:40 pm.