

ICL BOARD MEETING MINUTES

May 2014

Order: Director Ken Panck called the meeting to order at 3:15 p.m.

Members Present:

Executive Director – Ken Panck; Curriculum Services – Peter Rasmussen and Tom Zook; University Support Services – Hardin King; Membership Services – Eunice Porter and Louise Schroeder; Past Executive Director – Gary Beck; Information Services – Peter Ronai and Meike Visser; Social Services – Sharon Dearman; Secretarial Services – Jyl McCormick; and Jim Brown, Chair, Nominating Committee

Excused Absence: Financial Services – Charlene Robbins

The minutes of the April meeting were approved.

Director's Reports:

Treasurer's Report: Charlene Robbins was not able to attend the meeting and the University has not sent the budget report for the month of April. She will e-mail this report when she receives it from the University.

Informational Services: Mieke Visser has been doing the updates for the schedule of classes. Peter Ronai will be updating the Directory this summer and take it to the printer the first part of August. Discussion was held regarding any changes to the Directory. The only addition to the printed Directory will be an additional page with a list of committee members in addition to the Board of Directors at the beginning of the book. Jyl McCormick had suggested a short informational note on each of the members be added to the Directory. Background information such as work history, college attended or current interests could be added to allow members to get to know others. Peter said the formatting for the printed Directory is very difficult to alter, but the on-line Directory could be changed. Discussion was held on any changes. Ken Panck said he believed it would be a lot of work for this to be added. It was suggested that a form could be sent to current members asking for this short update. This could be returned to Peter to be incorporated in the on-line Directory. The discussion was tabled until next year.

Louise Schroeder asked about the photos that are in the photo galleries on line. Meike Visser is working on that project. Anybody who has photos of ICL groups can send them to her along with: the names of the people in the photo, when and where it was taken, and any other pertinent information. Gary Beck has photos of the student presentations that were given this year and will send them.

Curriculum Services: Peter Rasmussen and Tom Zook have the Fall schedule in place, but they need to get the descriptions and confirmations from three of the presenters.

Peter Rasmussen has been using a sounding bowl to remind members who are talking outside the classroom that the class is starting. The bowl he has been using belongs to Solveig Holmquist. ICL will be buying a new bowl for that use. Solveig is finding one for ICL that will be purchased for next year.

University Support Services: Hardin King reported on checking with Willamette University regarding insurance for ICL property. The University does not have a policy that would cover this, and if ICL wanted to obtain its own insurance, it would be a \$20,000 deductible policy. This would not be practical. Membership Services: Louise Schroeder reported that after they know how many current ICL students

will be returning next year (deadline May 31), they will invite those on the waiting list to join. This will start in June. Louise has sent out emails to the 22 people who were contacted last year and had asked to be deferred until this year. Of those, only four have responded and three of them asked to be put on the end of the list. Currently, a person on the waiting list can be deferred for one year if they are unable to attend the following year. The second time they cannot join, they are put at the end of the list. Discussion was held on this policy. It was decided that if a person cannot join the second time they are asked, the person would need to apply again, and not automatically go to the end of the list. This will take effect with the new waiting list people who have not been contacted. Ken mentioned that as ICL does not know if Willamette University will allow us to use Ford Hall for the Spring Term 2015, we might consider lowering the number of members. If ICL has to return to Smullin Hall, the current membership would be too large.

Social Services: Sharon Dearman said she and Sandy Colburn were somewhat disappointed with the luncheon today, as Bon Appetite did not have the tables set when they arrived. The coffee and hot water were late. She and Sandy helped with napkins and putting silverware on the tables. There was also no bread at the buffet (which was on the menu given) and no pitchers of cold water on the tables. However, the food was good. Ken suggested that she give feedback of this to Bon Appetite. She said she had already planned to talk with them.

She has met with Jan Miller regarding the picnic and it will be on August 13, from 11:00 a.m. to 2:30 p.m. at Minto-Brown Park.

Sharon will be sending Get Well cards to Valerie Keever and Solveig Holmquist who will be having surgery soon.

Old Business

Peter Rasmussen asked if the Board had read the e-mail regarding setting up small groups for more discussion on various subjects such as a meeting of those interested in more detail on classes such as Great Decisions. Gary Beck said that those who might be interested set up a sub-committee to work out details. Peter would then talk to scheduling to see what rooms might be available. Ken Panck suggested that it be set up as a pilot program with only one or two groups at first. Louise Schroeder said when the small groups were first suggested, there was discussion regarding that the people on the waiting list might be able to participate. Gary said that having those people who are not members of ICL attend might be a liability for the University. Ken said that ICL members are part of WU, but those on the waiting list would not be considered as members. Peter Rasmussen said it could be difficult to maintain the integrity of the classes so they maintained the educational function. When Evelyn Smith had the Keynote presentation in her home, how was the University connected? Ken asked how ICL was going to find a person to take on this responsibility of a sub-committee. Peter said that he had already had some interest from the Theatre Department and that Deborah Ehlers who is the chairman of the Play Reading Committee might be the person to contact. The Curriculum Committee members might take over this project. Those members will be contacted. Gary Beck moved that those members be contacted for a program on Great Books. Ken Panck seconded the motion. Motion passed.

Hardin King talked about the Phil Hanni Scholar presentations. He believes that ICL could find a way to increase the amount of money that is given to each student. He suggested that there might be members of ICL who would like to donate directly to ICL money for this program in addition to what is taken from the budget. This would be held in a separate account and the money could then be divided among the students. When a donation is given to the WU Liberal Arts fund, the money can be used at their discretion, but if ICL could give it directly to the student, members would become more knowledgeable about the student receiving the money. Any money given to this type of fund would be tax deductible as

WU is a 501(c)3 agency. The additional money at the end of their undergraduate college career could help them pursue future goals. Peter Rasmussen indicated that he did not see a downside to this program. Ken Panck indicated he had reservations regarding increasing the amount of money given to the presenters. This year, the quality of the presenters was excellent and he didn't believe that increasing the amount of money would increase the quality of the presentations. This year, which is the first year for the program, had 22 applicants for the six programs that were available. Peter said he believed these presentations were also valuable for the students. Joyce Mullins indicated the presentations were valuable as it allowed students to present their work outside of their disciplines. Gary Beck believed that the students involved in the process would talk to other students and this would create an interest by other students who could apply next year. Peter Ronai said that for ICL members who would like to increase a donation for this program, the donation could be given to the University with a designation of where the contribution was to be used. Gary Beck said that after the presentations, two or three members of ICL asked if they could contribute to the students. Jim Brown said that money could be given to the scholarship fund, but should not be used in return for a presentation. Ken asked if students were given money for other presentations. Hardin said they were not paid for other presentations. Tom Zook will talk with Joyce Mullins for feedback on this. He also said that when talking with the student presenters, they were very appreciative of the \$300 they received. Hardin indicated he would continue pursuing an additional amount to be given as an award. Jim Brown said that most Universities set a minimum amount for any scholarship awards. Tom asked the Board how many of the student presentations be set for next year. Ken said that depending on the Budget for 2014-15, the Board could decide on whether six student presenters was the best number. Louise Schroeder commented that the attendance was good for these presentations. There was discussion on whether one or two presentations a day was the best scheduling. Meike Visser said the funds could be given to ICL directly but kept in a separate item in the budget. Ken said this discussion would be tabled until next year to be able to get more information for the University and from the budget.

New Business

A member of ICL, Evelyn Smith, asked that the Board look into the matter of members knitting during class. This opened a discussion on other disruptions such as chewing gum, doing crosswords or other activities during a presentation. After some discussion it was decided that it was not a Board matter. Ken Panck said that Gene Fletcher had indicated that it had been the policy at the orientation of new members that they were told they were expected to participate by either volunteering in an introduction of one of the video presentations or participating in a short 15-minute presentation during a members unit. This would not have to be done the first year, but if they didn't volunteer during the second year, they would be asked to do so. Eunice Porter said Louise Schroeder and she were already doing this when they interviewed new members.

Eunice Porter commented on the rapid sign-up for field trips, and asked if some field trips could have additional buses. Gary Beck said it would be possible, but for some trips there was a limit on the number of people the venue could support. If members drove their own vehicles to a venue, there could be a problem with the insurance from the University if there were an injury. This will be discussed further at the September meeting. Meredith and Mike Gilbert may accept the field trip responsibility. Tom Zook said that a trip to Zena Forest might be the fall trip and that Phil and Maureen would give the new field trip coordinators help in setting it up.

The meeting was adjourned at 3:00 pm.

Respectfully submitted,
Jyl McCormick
Secretarial Services