

**ICL Board Meeting Minutes**  
**February 21, 2017, 09:00 am**  
**Kaneko Room 121**

**Present:** Mark Kasoff, Peter Ronai, Don Gallagher, Charlene Robbins, Dave MacMillan, Ruthann Panck, Ken Panck, Kasia Quillinan, Toni Peterson, Robyn Shelby

**Guests:** George Moeller, Carol Moeller, Lester Reed, Ingrid Brandt, David Engen

**Absent:** Alice Sorensen, Mieke Visser, Jan Svingen

**Minutes** of January Board meeting were unanimously approved.

**Announcements:**

- Mark has addressed the issue of room messiness.
- Mark met with Barby Dressler to discuss a friendship program, this will be announced when more information is available.
- Thank you to all who attended Gene Fletcher's memorial service. A contribution was made to Doctors Without Borders in Gene's name.
- Roz Shirack has agreed to chair the nominating committee again this year.

**Field trip agenda:**

- George and Carol Moeller were present to discuss details of our upcoming field trip on April 11, 2017. The trip will be limited to 56 members.
- The proposed trip will begin at 9:15 am at Willamette Heritage Center.
- The morning will be spent at Monrovia Nursery, a commercial grower of nursery plants.
- Lunch will be at Kwan's Cuisine in Salem.

- The afternoon will be spent at Minto Island Growers. The bus will return to at 4:00 pm.
- The total cost will be approximately \$40 per person. The Board discussed having ICL subsidize \$20 per person. A motion was proposed to limit the subsidy to \$10 requiring members to pay \$30, motion was seconded. A motion to amend the previous motion proposed to limit members' responsibility to \$25; motion passed.
- The Board approved. the field trip plan.

### **Treasurer Report:**

- The field trip and events (2 luncheons and 2 parties) have gone over budget. We will be dipping into our surplus this year.
- It is suggested that every department chair submit a budget.
- Next year's budget will be submitted with adjustments; budget adjustments will be discussed by the Board.

### **Information Services:**

- Peter suggests that printed schedules are subject to problems due to last minute changes that occur. This has been a particular problem with the spring schedule. Schedules should be printed as close to the first meeting day of a new month as possible.
- Peter honors many requests to forward information. These requests should be academic in nature. Requests that are political in nature, or that solicit money for charitable causes cannot be honored.

### **Technical Services:**

#### **Kaneko problems**

- Screen resolution may be fixed or at least better.
- One microphone not working is fixed; people should be reminded. not to change the channel by pushing the wrong button.
- Issue with conflict between AMX system and document scanner has been diagnosed, but needs to be looked at more.

- At our request the temperature was adjusted, and Dave hasn't heard any complaints since.
- Trying to keep up with changes to online schedule reports as Curriculum makes adjustments.
- There are not many **Hanni Scholar** applications (only 2 so far); not sure what's going on there. It was delayed getting posted while WU figured out who could do what.

### **Curriculum Committee:**

- February has been challenging, there are still many issues around the venue change. Some members have mobility limitations.
- The schedule for next fall is full.
- Irene has agreed to suggest some activities for our 25<sup>th</sup> anniversary celebration. All members are encouraged to make suggestions.
- The Board is recruiting for a successor to Don to fill the position of Curriculum Co-Director; computer skills are important for this position.
- There is also a need for a chair of the Diversity Committee.
- Presenters are informed that they cannot bring items (books, CDs, etc.) to sell, but they can mention that those items are available.

### **University Relations:**

- We now have a room for CCTV equipment.
- Volunteers are learning to use the CCTV equipment.
- Getting an advance schedule of CCTV broadcasts is still a work in progress.

### **Membership:**

- Alice was absent from the meeting but submitted her report via email:
- Ross Stout, Director of Campus Safety, tells us that in the past few weeks, the Registrar, WITS and he have discussed the benefits of issuing “real” ID numbers to ICL members. This would resolve a

number of issues with ID cards, email accounts, etc. A final decision has not been made, but it is likely that by the time we begin our fall semester ICL members will be in the main University systems. This would enable members to access meal account information online. Stay tuned.

- The brown bag lunch will be on Thursday. Most new members have committed to be there.

**Secretary Report:** Nothing to report

**Social Services:**

- The Heroes and Sweetie Pie event was wonderful.
- Jan has sent cards to 4 members: Peter, Robyn, Jean Rover and Kathy Fletcher.
- We could possibly have the option of having the entertainment (4 student musicians) that was cancelled for our Christmas event perform at our spring luncheon.

**Old Business:**

The Board has discussed having a group of members that will contribute articles to the campus Collegian. Peter has agreed to be editor for these submissions (that was approved by the Board). More information will be forthcoming.

Respectfully submitted by Robyn Shelby

Board Secretary

Meeting adjourned at 10:20 am