

ICL Board Meeting minutes
Tuesday September 19, 2017, 9:08 am
Kaneko 121

Present: Mark Kasoff, Peter Ronai, Jan Svingen, Ruthann Panck, Ken Panck, Ingrid Brandt, Lester Reed, Toni Peterson, Jim McDonald, Vernelle Judy, Alice Sorensen, Dave MacMillan, Robyn Shelby

Absent: Mieke Visser, Kasia Quillinan

Guests: George Moeller, Carol Moeller

Minutes of April 27, 2017 meeting were unanimously approved.

Field Trip Report:

- The Board has approved the location of Oct. 12th trip to Fort Vancouver and Pearson Air Museum.
- The total cost will be approximately \$30 per person.
- A motion was put forth to ask each participant to pay \$20 with ICL subsidizing the balance, motion was seconded and passed unanimously.
- The capacity for this trip is 56 people, it will be first come first served.

Treasurer Report:

- The financial report for August 30 was presented
- A motion put forth to approve the budget is seconded and approved.
- For August Financial Report, please click on **August 2017 Financial Report** in the left Navigation panel
- Dues have been received by 159 members, we have three emeritus members.
- The use of the Rasmussen Excellence Fund was discussed. Mark Kasoff will research the original gift documentation to determine possible uses.

Information Services:

- Mieke has done the fall schedule, there are a few recent changes to this.
- Peter will do the spring schedule as soon information is entered into Dave's database.
- A question was raised about the current visitor's policy: Could a visitor come 8 half days instead of 4 full days? After discussion, the Board had no objections a guest coming 8 half days.

Curriculum report:

- Toni says that the fall schedule is going well.
- Thanks to Ken and Mark for stepping into the role of Master of Ceremonies to help the presentations stay on time.
- Ken will contact those who planned to present at our opening day luncheon but could not due to time constraints.

University Relations:

Alice tells us that there are 5 parking permits for us to park on campus. A suggestion is made that a Board member who is on campus beyond the normal Tuesday-Thursday schedule should have this option.

Technical Services Report:

- Dave has been working with Kevin to correct sound issues, all seems to be working as of this morning.
- A new member has some technical expertise and is a possible back up for Dave.
- Dave has been talking with the Curriculum Committee about doing another presentation about how to find ICL information on the website, how to use our ID cards, etc.

Membership Services:

- Two new members declined to join last minute, this creates two openings for spring term.
- There are currently 85 on the waiting list.
- There was discussion about the wording on the ICL application regarding past employment at WU. Dave will re-word the question to make this response more specific.
- There was discussion about the concept of a “mentorship” program, which would provide new members some assistance in learning their way around campus. This will be the subject of future Board discussions.

Secretarial Services Report:

Nothing to report.

Social Services:

- A card has been sent to Joel Woodman.
- Ruthann and Jan will meet with Tricia Matte to plan for the Christmas luncheon.
- It was discussed and approved to have a Halloween coffee on October 31. Because previous Halloween events have resulted in much leftover food, it was suggested that only half of the members (by alphabetical list of names) be asked to bring food.
- Books that were purchased for previous Contemporary Literature Discussions have been donated to the Salem Public Library.

Old Business:

- A suggestion was made to in some way memorialize departed members. This will be revisited at the next Board meeting.
- At the next Board meeting we will discuss the possibility of investing the money that carries over from one year to the next, as well as the Rasmussen Fund, so that it works for us.

- The use of the Rasmussen Excellence Fund was discussed. Mark Kasoff will research the original gift documentation to determine possible uses.

Respectfully submitted by Robyn Shelby
Director of Secretarial Services
Meeting adjourned at 10:20 am