

**ICL Board Meeting minutes**  
**Tuesday October 17, 2017, 9:08 am**  
**Kaneko 121**

**Present:** Mark Kasoff, Ken Panck, Toni Peterson, Jim McDonald, Alice Sorensen, Vernelle Judy, Ruthann Panck, Jan Svingen, Lester Reed, Ingrid Brandt, Peter Ronai, Mieke Visser, Kasia Quillinan, David MacMillan, Robyn Shelby

**Guests:** George Moeller, Carol Moeller, Shelby Radcliffe, Tyler Reich

**Minutes** of September 19, 2017 Board meeting were unanimously approved.

**Announcement:**

- Mark has researched documents that give the details of the Rasmussen Excellence Fund.
- The total amount of the original gift was \$130,000; \$50,000 was for discretionary spending and the remaining \$80,000 for improvement to Kaneko Auditorium.
- The only reductions to the discretionary fund are expenses for a retreat luncheon and a donation to the Salem Free Clinic. This leaves \$48,108 remaining.
- The question of how much remains in the Kaneko Fund has not been answered. Mark did get a call from Jim Bauer's office stating that they plan to upgrade the sound system in Kaneko, but they did not imply that we would pay for that.

**Treasurer Report:**

- The budget report was submitted and is attached to these minutes.
- The treasurers express concern with the changes in WU personnel; this may cause some delays.
- There is a new process for distributing honorariums to WU faculty.

**Field Trip Report:**

- Thanks to Carol and George for planning the Fall field trip which was very successful and well received.
- The Spring field trip will be March 15, 2018. We will be going to Medical Teams International and Vinn Distillery. Lunch will be at the Wilsonville Old Church and Pub. Medical Teams International offices are in Tigard. Vinn Distillery is in the Wilsonville area.
- The cost will be approximately \$39.15 per person. A motion was put forward to ask each participant to pay \$25 with ICL paying the balance. The motion was seconded and approved.

**Special Guests Shelby Radcliffe and Tyler Reich:**

- Mark asked for clarity as to why ICL can't use Ford Hall when it is not being used by classes.

- Shelby and Tyler explained that WU is in the midst of a transition; every position that is vacated is painstakingly evaluated before it is replaced.
- They described the many communities that are served at WU: students, parents, alumni, faculty and staff, ICL, etc. There are a great many of people that have a variety of relationships with the university.
- Ford Hall is considered not just a classroom, but a “hearth space,” meaning that it is a center for these communities. Even if there is not a class meeting there, it remains a center of activities. Giving this space to ICL for 2 full days per week cannot be justified.
- Shelby and Tyler would like to facilitate having faculty involved with ICL.

#### **Information Services:**

- Peter is ready to start on the Spring schedule.
- Members are encouraged to fill out the speaker evaluations with consistency. Peter hopes the Curriculum Committee is finding these helpful.
- Mieke has been adjusting the schedule, and has been working with the historians.

#### **Technical Services:**

- Dave has made a change to the ICL application for membership that is on the website. It now includes the phrase “retired from WU” in place of “have been WU faculty/ staff.”
- Problems with the sound system in Kaneko have been hard to pinpoint. It seems to be a problem with Bluetooth. WITS is working to replace the Bluetooth system with a wired system at a cost of \$8,847.

#### **Curriculum Committee:**

- The Curriculum Committee would like to do a one time only opinion poll at the end of the semester. It would be a complement to the speaker evaluations. They will be distributing a paper version of this poll over a few different sessions.
- The committee will be meeting this week to begin work on Spring schedule.
- Toni is nearing the end of her 2-year commitment as Curriculum Co-Director and is open to anyone interested in replacing her next year.

#### **University Support Services:**

- The occasional parking problems are getting smoothed out. Parking for presenters is working well.
- Kasia will be presenting the play *Arsenic and Old Lace* in March. Auditions will be held in the next couple of weeks.

#### **Social Services:**

- Ruthann Panck contacted Tricia Matte about ICL's Halloween coffee on October 31st. It will be from 9am until 10:15 in Montag Den.
- It was decided that ICL should have the members with last names beginning with the letters N - Z to bring the goodies for our Valentine luncheon.
- Ruthann and Jan Svingen will meet with Tricia in the next few weeks to decide on the menu for our Christmas luncheon.

**Membership Services:**

- Alice reported that 93 people are on the waiting list. Some Willamette ID cards are still waiting to be given out, mainly for folks still on vacation.

Respectfully submitted by Robyn Shelby  
Director of Secretarial Services