

ICL Board Meeting Minutes
Thursday December 07, 2017, 2:14 pm
Montag Den

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

Absent: Jan Svingen

Guests: David Engen

Minutes of November Board meeting were approved unanimously

Announcements:

- Thank you, Ruthann and Jan, for the wonderful luncheon today; and thank you Toni and Jim for a great semester.
- A committee has been established to research options for The Rasmussen Fund. The Committee will consist of the following people: Jim Brown, Bob Muir, Kay Gerard, Ingrid Brandt, Vernelle Judy, Karen Trucke, and Lester Reed will facilitate. The Committee will give a report in March. The Board will decide how the funds are disbursed.

Treasurer's Report:

- Four of the speakers' fees are paid but have not yet posted. We are on track for this part of the budget.
- Money for our end-of-year donations is secure, as well as the \$400 honorarium for each of 6 Hanni Scholars.

Information Services:

- The January schedule will be posted December 15. Any missing information can be added as it becomes available.
- The Curriculum Committee will meet with Technical Services to make posting of schedule more fluid.

Technical Services:

- WU is upgrading the control system in Kaneko Auditorium - not the “sound” system as previously reported. A different control panel will be installed in the front and back of the auditorium. The “sound” system will not change.
- The reason they haven’t installed a better sound system using condenser microphones is because there is too much echo in the room. The reason there is so much echo in the room is because there is no sound dampening on the lower part of the walls; only on the upper wall, near the ceiling. This might be something ICL would want to consider helping to pay for. Dave has requested an estimate on the cost. Condenser microphones are very expensive - in the thousands, most likely. We should probably contact Jim Bauer if the board decides to follow up on any of this.
- ICL has already invested a lot of money in Kaneko Auditorium (\$80K), and should consider before investing more that WU could move us at their whim. However, there are few options for us, so we’re probably going to stay in Kaneko.
- Dave will be training GwenEllyn Anderson as Technical Services backup during the break.

Curriculum Committee:

- A good schedule is planned for spring semester. It will available very soon.
- No one has come forward to take Toni’s place as Curriculum Co-Director when her term expires in April 2018. The Board will continue discussion of ways to incentivize a volunteer to dedicate the time that this position requires.

University Relations:

- The parking situation has gone without problems.
- CCTV is running smoothly. They offer to train volunteers in the use of the equipment, editing, etc. At least two of our members are taking advantage of this opportunity to provide valuable assistance.

- Mark will contact Shelby Radcliffe's office about using our CCTV programming to WU advantage, and reaching a larger audience.
- Dave has provided a list of the CCTV recorded presentations that are available on YouTube. This list is available on our ICL website.

Membership Services:

- There are 97 on the waiting list. Two openings will be available in January.
- Members can have their membership put on hold in cases of emergencies. Membership Services needs notification of this necessity.

Secretarial Services:

The process for requesting venues for meetings and events has changed owing to a change in WU staff. This new process is presenting challenges to securing venues, but it is evolving.

Social Services:

The second semester coffee will start at 9:00 a.m. on January 16, 2018. Coffee, Danish, muffins and cookies will be served in Goudy.

Other Business:

Kasia could possibly want to start at 10:00 am on the day of the Play. We will be kept apprised.

Respectfully submitted by Robyn Shelby
Director of Secretarial Services
Meeting adjourned at 3:41