

# ICL Board Meeting Minutes

April 17, 2018 | 09:05 AM

Kaneko Room 121

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

**Absent:** Dave MacMillan, Toni Peterson, Vernelle Judy

**Minutes:** of March 20, 2018 Board meeting were unanimously approved.

## **Announcements:**

- Mark consulted with Carol Long for advice on our annual gift distribution. She recommended that we continue our gifts to Willamette Academy and Hudson Book Fund. A motion was made and seconded to make three cash awards of \$1,500 each to Willamette Academy, Hudson Book Fund and Music Department; motion approved.

## **Treasurer's Report:**

- All March transactions are posted, the overall budget is in good shape.
- Play related expenses will be reimbursed by check.
- We are reminded that Curriculum Committee has the authority to pay a lower honorarium for a one hour versus a two hour presentation.
- Mark will be talking to Jim Bauer about sharing the costs for the sound upgrade in Kaneko Auditorium. A motion was put forth to pay half of the cost of the upgrade from the Rasmussen Fund not to exceed \$8,000, and an additional \$500 for new microphones. Motion was seconded and approved.

## **Information Services:**

- Mieke is waiting for information from Curriculum Committee.

## **Technical Services:**

- No report

## **Curriculum Committee:**

- We have 47 hours left to fill on the fall schedule. We are in need of help from the membership to recruit speakers.
- Jim is still waiting on information from a few potential speakers.
- It is suggested that we might benefit from better guidelines regarding appropriate presentation topics.

**Membership Committee:**

- Membership Dues are coming in. It is very helpful to have the deadline for checks on the last day of the spring semester.
- Members occasionally request a sabbatical from ICL; these requests will be submitted to the Board for review.

**Secretarial Services:**

- Nothing to report.

**Social Services:**

- A get well letter has been sent to Charlene Robbins.
- There are 99 people signed up for the luncheon so far. Music students will be providing entertainment for our luncheon.
- A few faculty and administrators will be invited to the luncheon, including Carol Long, Jim Bauer, Kyle and Kevin (tech liaisons) and our CCTV contact.
- The Board has decided on August 23<sup>rd</sup> for the summer picnic, Jan Miller will be planning this event for us again this year.

Meeting adjourned at 10:09 AM

*Respectfully submitted by Robyn Shelby  
Director of Secretarial Services*