

ICL Board Meeting Minutes

February 18, 2020

Putnam Center | Harrison Conference Rm

Present: Sally Schriver, Mark Kasoff, Bill Foster, Dru Johnson, Vernelle Judy, Ingrid Brandt, Lester Reed, David MacMillan, GwenEllyn Anderson, Kasia Quillinan, Tracy Ragland, Priscilla Hibbard, Dee Iltis, Barbara McReal

Absent: Peter Ronai, Terri Crowley

Guests: Judy Gram, Colleen Spedale, Dominic Spedale, Karen Trucke, Jacqueline Lusk

Minutes from January 2020 were approved with corrections.

Treasurer's Report:

- Was received as emailed to the board.
- Curriculum has spent less than budgeted this year because we have had fewer outside speakers and WU faculty.
- ICL has donated \$1500 each to the Hudson Book Fund, Willamette Academy, and the WU Music Department in March the last two years. We need to determine whether those donations will continue at the March board meeting.

Information Services:

- Dave purchased the HDM1 cable and adapter for \$26.99. They have been installed, tested, and they work!
- Dave and Terri have updated the online spring schedule.
- The over-the-ear microphone was located, and it works. One speaker tried it but didn't like the feel of it. The lapel mic continues to have problems when the speaker turns her/his head away from it.
- Dave asked whether the Google Group email address for the ICL Board should be open to the full membership to use to email the board directly. After discussion, the question was tabled.

Technical Services:

- The maiden voyage for the new lectern and new laptop was successful!
- GwenEllyn's next big project is the readers' theater presentation.

Curriculum Committee:

- Spring semester schedule is filled.
- Fall planning meeting will be February 19th.

Membership Committee:

- It's too early to forecast how many openings there will be for Fall 2020 new members.

- If a member knows he/she will be gone for several weeks, they need to let Barb know.
- We discussed reversing the decision made last year to stop allowing the people at the top of the waiting list to defer a year. Motion made to allow one-year deferment at the discretion of the Director of Membership. Tracy moved, Mark second, passed.

Secretarial Services:

- Minutes will be typed and made available to the board on Google Docs within 4-5 days following the meeting. Board members have one week to enter changes so Tracy can either accept or reject them promptly. After that week, Dave will post the minutes to the website.
- The minutes reflect what happened during the board meetings. Actions taken after meetings will not appear in the minutes.

Social Services:

- Spring coffee will be held March 3rd in Cat Cavern.
- Valentine chocolates were given out on February 13th and green-sprinkled cookies will be given out for St Patrick's Day.

University Support:

- The spring luncheon will be in Montag on April 30th with full membership meeting following. Board meeting including the new members will follow, location TBA.
- Kasia has scheduled ICL rooms through Spring 2021. That includes small groups and board meetings.

Other Business:

- Lora Yasen, Director of Academic Affairs for TUIA, emailed Sally regarding two issues with ICL sharing space with ASP.
 - The Salem-Keizer School District liaison with Kaneko reported a rude comment made by an ICL member to one of the disabled youth who get work experience in the Kaneko cafeteria.
 - ICL members need to be quiet in the halls because ASP students are being disturbed while in class. This includes our break and lunch times.
 - After discussion, Sally will send a message to ICL members with Lora Yasen copied. Lora will speak to ICL prior to the February 25th morning sessions. The message will remind us to respect the shared space and be respectful and quiet.
- Nominations
 - The three open positions for next year are for President, Curriculum, and University Support. Current slate of nominees are Kasia Quillinan for

President, Judy Gram for Curriculum, and both Dominic Spedale and Lee Coyne for University Support. Colleen will ask Lee if he wants his name left in consideration. If he does, there will be a secret paper ballot at the final Spring meeting. If not, the slate will be put for a voice vote at the meeting.

- The constitution does not allow nominations from the floor.
- Constitutional amendment
 - Lester proposed an amendment to Articles 8 and 11. These changes would have nominations and elections for new board members be done in Fall semester to allow for training/job shadow time before taking office. A copy of the proposed amendment is attached to the minutes.
 - Discussion covered whether all positions need this much learning time. Some certainly do, of course. Do we need to set up a schedule for nominations?
 - Lester move amended Articles 8 Meetings and 11 Elections of the ICL Constitution be approved as submitted and transmitted to the membership for approval at the Annual meeting and to Willamette University as provide for in Article 12 - Amendments
 - Dave second. Passed.
- Policy re political speech
 - Sally brought up this topic as a response to a recent situation when a member went beyond his assigned presentation to speak about the current political situation and his feelings regarding it. Some members objected.
 - Current policy forbids partisan political comments. A number of board members feel strongly that the policy should be changed and free speech be encouraged.
 - Next semester will have a session involving several WU faculty discussing the First Amendment.
 - We agree the topic deserves a good dialog. We could provide a forum for a debate. In the interim, the current policy will be displayed on the screen before sessions. We will also encourage the microphone passers to cut off speakers who monopolize question time either with more than one question or with excessively long personal statements.

Submitted by Tracy Ragland

Proposed Changes to ICL Constitution: Article 8 and Article 11

Attached is the proposed amendment to ICL Constitution moving elections of officers from the end of the Spring semester to the end of the Fall semester. A motion was made and passed at the February Board Meeting to submit the following changes to the ICL membership for consideration at the Annual meeting and to Willamette University as specified in the Constitution (see Article 12 below).

Article 12 - Amendments

Any revisions or amendments to this Constitution may be made at any meeting of the membership, provided the proposed revision or amendment has been submitted in writing to the membership no later than one week prior to the meeting. Any amendment must be approved by two-thirds (2/3) of the members present and by the University.

Proposed Amendment to the ICL Constitution

Purpose: Amend sections of the Constitution that deal with the election of officers to provide for nominations and election in the Fall academic semester instead of the Spring academic semester. Elected officers as currently provided will take office at the end of the spring semester.

Rationale: The proposal provides a semester training period for newly elected officers prior to assuming their duties.

Key:

Highlighted text that is not crossed out has been added.

~~Highlighted text that is crossed out will be removed from the article.~~

Proposed Amendments:

Article 8 - Meetings

The Board of Directors shall meet monthly except by agreement of the Board, the dates and times to be determined by the Board. A majority of the Board shall constitute a quorum. Working groups shall meet as determined by their Directors, and Directors shall present reports of those meetings at the monthly Board meetings. All meetings of the Board and the working groups shall be open to the membership and to the University (except for meetings held for the specific purpose of considering personnel matters). Dates, times and locations of the meetings shall be provided to the membership and the University.

There shall be an Annual Meeting at the conclusion of the Spring semester. This meeting shall include ~~the annual election of officers,~~ information of the

Board-approved membership fee and limit on the number of members for the year ahead, and any additional business. A General Meeting of the membership shall be held at the conclusion of the Fall semester for the annual election of officers and any additional business. Newly elected officers shall assume their duties at the conclusion of the Spring semester. ~~Regular meetings of the membership may be held at the conclusion of any semester.~~ Other meetings may be called by three Board members or fifteen WUICL members requesting a special meeting. Advance written notices of annual, general, and special meetings shall be in the hands of the membership and the University no later than one week prior to the meeting date. Meetings shall be conducted in conformity with the most recent edition of Robert's Rules of Order.

Article 11 - Elections

The Executive Director shall appoint a Nominating Committee Chair in September January of each year. The Nominating Committee shall present a report to the Board describing the conduct and results of their search for persons qualified and willing to serve in each office. On completion of this Board hearing and response to any suggestions from the Board, but at least one month prior to the General Annual Meeting at the end of the Fall semester, the report of the Nominating Committee shall be posted on the WUICL Bulletin Board and forwarded to the University. The report of the Nominating Committee shall also be included in the notice of the General Annual Meeting. The Committee Chair shall present the nominees at the General Annual Meeting. Nominations may also be made by WUICL members and posted on the WUICL Bulletin Board with the names of the nominating members and statements of the nominees' qualifications and willingness to serve. The deadline for such postings shall be one week prior to the date of the election. Election shall be by a majority vote of those members present, by written ballot unless absence of multiple candidates for each office permits a unanimous vote.

Those persons elected will be designated Director Elect and shall take office as of the Annual Meeting adjournment at the end of the Spring semester, each to serve for a term of one year or until their successors are elected.

Articles 8 and 11 text without edits - FINAL version, if approved

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