

# ICL Board Meeting Minutes

September 17, 2020

Zoom Meeting

Present: Kasia Quillinan, Dave McMillan, GwenEllyn Anderson, Dru Johnson, Judy Gram, Tracy Ragland, Barbara McReal, Terri Crowley, Lester Reed, Ingrid Brandt, Sally Schriver, Dee Iltis, Eric Reif

Absent: Priscilla Hibbard

Guests: Steve Sharkey, Rosamund Irwin, George Adkins, Bill Foster, Steve Gram, Carmen Schmitz, Deborah Ehlers

Minutes from the August board meeting were approved as corrected

## Financial Report:

The financial report for August has been sent to board members and posted online.

- Ingrid moved to certify the email vote to approve printing 12 copies of the membership directory not to exceed \$40. Dave will distribute them to members who do not have email and to WU. Printing and mailing had already occurred by the time of the meeting. GwenEllyn second. Passed.
- We discussed reimbursement for mailing supplies and postage. WU requires an original receipt.

## Curriculum Report:

- Dru and Judy were over the moon about the first week!
- Spring semester is nearly filled already, Tuesdays only for now.
- Curriculum Committee will now meet on the second Thursday of the month.
- Faculty will be invited to Zoom into presentations by writing to department chairs. Kasia will check with Carol Long about this once things sort of settle down.
- Dru would like Bill Voelker to do a presentation on forestry and mega fires. There are technical difficulties to work out.

## Membership Report:

- Barbara is encouraging waiting list people to Zoom into presentations as guests.

## Social Services Report:

- Priscilla didn't need to send out any cards this month. Please let her know if you hear of anyone who is ill or has had a death in the family.
- Dave worked with Erin Hanni and she can now listen to Zoom presentations on her phone, with no need for internet. We are hoping to spread that know-how to others.
- Planning is continuing for online coffee hours, with the first one in early October.

## IT Report:

- Weekly newsletters will continue. They are mailed to members without email.
- Question about where we will be sharing the recordings; will we be automatically sharing our sessions to CCM (formerly CCTV)?

- Shahrom at CCM wants to meet monthly. A release form has been created and is sent to presenters by mail. George Adkins, our ICL/CCM liaison will meet with Shahrom soon.
- Terri has the entire Fall schedule online. She will enter Spring semester information as soon as it is sent to her.

**University Support:** no report

**Secretarial:**

- Tracy will call the mail room to see what options she has for collecting mail.

**Other Business:**

- Kasia, Eric, Jim MacDonald, and Bill Foster have met several times about updating the constitution. Their first determination is that three documents are needed: constitution, by-laws, and policies. They are deciding which information is needed in which of those documents.
- A nominating committee is needed right away to find a potential replacement for Ingrid and Lester. Kasia will put the committee together. The committee needs to have a nominee by the October 15th board meeting so the name can be given to the full membership. The person needs a background in finance, must be precise, and must have computer skills as WU operates solely on a digital platform. Dave will access the database to find people who could fill the position. He will give that information to the nominating committee. The opening will be posted in the newsletter. All other board members are remaining in their positions for the next year.
- Dee contacted the Hatfield Library to see if ICL members could access books by curbside pickup or some other socially distant means. The library flatly said no. We may revisit the request next semester in case things have settled down a bit.
- The next board meeting will be at 10am on October 15,

Submitted by Tracy Ragland