

ICL Board Meeting Minutes

January 21, 2021

Virtual Zoom Meeting

Present: Kasia Quillinan, Sally Schriver, Lester Reed, Ingrid Brandt, Dru Johnson, Judy Gram, Barbara McReal, Priscilla Hibbard, Deanna Iltis, Tracy Ragland, David MacMillan, GwenEllyn Anderson, Eric Reif

Absent: Terri Crowley

Guests: Jan Petrovski, Oddny Everson, Betty Swinkles, Virginia Vanderbilt, Bill Foster, Tony Peterson

Minutes from December 2020 were approved as posted.

Treasurer's Report:

- The December financial report was sent by email. There have been no changes since then.

Information Services:

- Terri still doesn't have full access to WU's system so Dave is updating the class presentation schedule in the meantime.
- Dave was at the end of his term on the board unless we voted to reappoint him. We did so. (see Constitution Article 4)
- Some of our presenters do not want their presentations shared other than to ICL members. Members can access these presentations by entering the password-protected area in the Membership Directory.
- ICL has used the same password to the password protected area for many years. That probably should be updated, but would require getting the word out about the change to everyone.
- Dave added past year's Membership Directories in pdf format for as many directories as he could locate.
- Dave worked with George Adkins, GwenEllyn, and Shahrom from CC:M to come up with a letter of understanding about sharing our recorded Zoom presentations.
- Friday Zoom Happy Hours continue as do monthly Zoom Wine Club meetings.
- Worked with GwenEllyn on the newsletter. Currently on the 44th edition.

Technical Services:

- GwenEllyn works with each presenter to make sure the session goes smoothly (she is very successful in that!), that outside presenters complete the release form, and she hosts the Zoom meetings.
- GwenEllyn works with Dave on each newsletter.

Curriculum Committee:

- This semester's presentations are completely set. Many of next fall semester's are also planned.

Membership Committee:

- No report

Secretarial Services:

- No report

Social Services:

- No cards were sent. Please let Pricilla know if anyone is ill or needs cheering up.
- January 14th coffee was a success. The next coffee will be March 4th. Decided to have less structure/programming and more time for members to visit with each other.

University Support:

- No report

Constitution/By-laws Committee:

- The revised constitution, by-laws, and documents from the Membership, Zoom Protocol, Curriculum, and Constitution committees/subcommittees were emailed to the Board on January 18th.
- The current constitution is posted in Willamette University's ICL pages. There is no separate by-laws document. Instead, the current constitution and several of the board job descriptions contain information that is better set as part of a new by-laws document.
- After much discussion, the board determined that the new documents needed more review than was possible in the few days before they were sent and this meeting on January 21st. We agreed to meet on February 4th at 10am for a full discussion of the revisions.

Other Business:

- Next meeting date is February 16, 2021 at 10 a.m. We are meeting on Tuesday because that week's presenter needs a Thursday time slot.
- Lester moved the meeting be adjourned. Passed

Submitted by Tracy Ragland