

ICL Board Meeting Minutes

August 12, 2021

Virtual Zoom Meeting

Present: Eric Reif, Dru Johnson, Judy Gram, Dave MacMillan, Sally Schriver, Priscilla Hibbard, Dee Iltis, Vernelle Judy, Jan Petrowski

Absent: GwenEllyn Anderson, Tracy Ragland

Guests: Karen Trucke, Don Taylor

Judy Gram volunteered to take minutes for the meeting.

Nominating Committee:

- Don Taylor, representing the nominating committee (Don Taylor, Janet Adkins, Jean Rover), asked for direction on how to proceed in finding a candidate for the Executive Director position.
- A lengthy discussion followed. The ICL Board decided the Nominating Committee should proceed securing the names of 2-3 ICL members willing to serve as E.D. if they were called upon to do so.
- The board will select one of those names as the new Executive Director.
- Dave will send an email to the membership asking members to submit names of potential candidates to the Nominating Committee through their email addresses.

Facilitator for June Board Retreat:

- No one has heard from Phyllis Guile, the facilitator, and Kasia has not received her report. Dave is going to contact her again regarding the report of the retreat. He would be the person to send it out to the board members and those who attended the retreat on June 29th.

Kathy Fletcher Memorial:

- Several members have been approached by Kathy Fletcher's daughters regarding ICL participation in services for Kathy. Don Gallagher has agreed to speak at her service at Capitol Manor on August 28 at 10:00 a.m. Dave will send an email to members if we're not allowed to attend the service at Capitol Manor due to stricter Covid restrictions.
- There will be a short remembrance for Kathy Fletcher, as well as the two other members who have passed this year, at the end of the September 7th class. Kathy Fletcher and her husband Gene were founding members of ICL and everyone wishes for their efforts to be acknowledged.

ICL Picnic:

- The Picnic was scheduled for September 1st. Given the alarming rise in numbers of the Delta Variant with Covid the board decided the picnic should be cancelled for the health and safety of our members.
- The new Membership Directory was to be given out at the picnic. Vernelle and Dave will work with Willamette and the Heritage Center so that we can set up a table to distribute the directory to the members.

Annual Letter to Willamette University

- The Annual Letter needs to be edited before it is sent to Willamette. Vernelle nominated Tracy Ragland to edit the letter and the board approved her nomination.

Constitution Review Committee

- Dave went through proposed changes submitted by the Committee and the board.
- The Board either approved or deleted the proposed changes. Dave will send out a new, clean copy of the Constitution to the board and the general membership.

Bylaws

- Eric explained to the board why the bylaws should be edited and approved by the board.
- Dave will send the bylaws out to the board and the Constitution Committee (Dave, Joan Robinson and Karen Konick) will review the bylaws and suggest changes as needed.

New Business:

Willamette University and the Memorandum of Understanding

- Dave will communicate with Carol Long to obtain a copy of the MOU and to let her know that Sally and Eric are the ICL contacts on this issue when Carol is ready to meet.

Opportunities for ICL Member Participation

- Dave has a list of activities and volunteer opportunities in which members may participate as a requirement for being in ICL.
- The board will review the list and offer suggestions that might be added to the list.

Kaneko

- Sally was concerned about ICL not meeting at Kaneko this fall when Carol Long had stated that we could use the facilities.
- Willamette University has really locked down activities due to the rising Covid numbers. We also need to verify the vaccination status of our members before they can return to campus.
- Speakers for the Fall Schedule committed to a zoom presentation. Several speakers are not able to meet at WU.

Committee Reports:

Treasurer Report:

- No money in / No money out

Membership:

- Jean Christoffersen, a member since 1994, is bowing out of ICL but will continue to receive the newsletters and emails. One of the new members for fall has reverted to Leave status for health reasons. Vernelle has a new person added to bring our total of new members back to 26!

Social:

- No report

Curriculum:

- A change in the schedule has been sent to Dave. The Curriculum Committee meets at 1:00 today.

University Support Services:

- Will meet with Sally and Carol Long concerning the MOU

Secretary:

- No report

The Board will have a work session (not public) at 10:00 AM on **August 19th** to go through the job descriptions.

The next Board meeting will be **September 16th**, 10:00 AM - 12:00 PM. The board will meet on the 3rd Thursday morning of each month.

Meeting adjourned at 1:39 PM.

Respectfully submitted,
Judy Gram