

ICL Board Meeting Minutes

October 21, 2021

Virtual Zoom Meeting

Present: Sally Schriver, Jan Petroski, Dru Johnson, Judy Gram, Priscilla Hibbard, Tracy Ragland, GwenEllyn Anderson, Vernelle Judy, Joan Robinson, Dave joined by phone

Absent: Dee Iltis

Guests: Janet Adkins, Jim McDonald, Flo Bajaj, Tom Hibbard

Minutes from the September 16th meeting were approved with one correction.

Nominating Committee:

- Janet Adkins presented the report of the Nominating Committee (Janet Adkins, Jean Rover, Don Taylor). The following current members of the board have agreed to run again: Joan Robinson, Jan Petroski, Vernelle Judy, Priscilla Hibbard, Dee Iltis, Dave MacMillan, GwenEllyn Anderson and Eric Reid.
- Colleen Spedale agreed to run for the position of Co-Director of Membership. Chris Duval agreed to run for the position of Director of Secretarial Services.
- At the time of this meeting, the Nominating Committee had not found anyone to run for the positions of Co-Directors of Curriculum Services. Although many people offered to help, no one agreed to lead yet. There are still some calls out.
- We will vote at the last Tuesday session in November.
- We discussed having co-directors for Financial, Information Services, and Technical Services.

Treasurer's Report:

- There were three donations in honor of Kathy Fletcher, totaling \$350.
- Jan has paid a couple of speakers, although they have not yet received the money.
- Charlene Robbins agreed to back up Jan when she is unable.

Information Services:

- Dave is behind posting the class Zoom links to the spreadsheet. It will be in the newsletter when ready.
- He will send an email message to people on the waiting list letting them know their position on the list and other information from Vernelle.

Technical Services:

- GwenEllyn reported that everything is fine.

Curriculum Committee:

- Spring semester programs look good. Some programs will be presented by students, even though we are not doing the Hanni scholarship program this year. Potpourris are back.

Membership Committee:

- Two of the 26 new members opted out of membership. The Board agreed not to bring on 2 new members now, but to wait until September 2022.
- Vernelle will distribute Compass Cards to vaccinated members who turn in a completed WU's vaccination form. She will set up in the Bush Park parking lot on the afternoons of 10/27, 11/3, and 11/4. She has her volunteer crews ready. Snail mail is the back up distribution method.

Secretarial Services:

- There were three donations received honoring Kathy Fletcher. Tracy sent the checks to Jan and sent thank you notes to the donors.

Social Services:

- The next coffee will be November 4, 2021. The theme will be Autumn Colors.
- Priscilla sent a condolence card to Aneesha Furquan-Peace on the death of her father.

University Support:

- Eric has been in contact with Jaime Lawrence regarding the MOU for campus use. We have Cone Chapel on 4/12/22 for a live music presentation.
- Eric is working with Leah Strahley to get information about adjunct faculty who might give presentations on immigration, and about law school faculty to talk about state and federal court systems.
- Per the MOU, there are 5 parking spaces at Kaneko. One is for Erin Hanni, the other 4 are for speakers. Eric will follow up to determine where the spaces are and how to get the passes for them.
- There are 60 parking spaces available at Willamette Heritage Center for \$40 each. Gary Slangan will take charge of parking permits.

Other old Business:

- Job descriptions
 - Executive Director—Joan wants to wait on the revisions until she has learned more about what the position requires.
 - Information Services—we decided to wait until Dave was present
 - Nominating committee—This refers to Article 11 in the Constitution and might still change. Tracy moved to use the language “as specified in the Constitution”, Priscilla 2nd, passed.

New business:

- Volunteer duties are critical to ICL. For Kaneko, these include passing the microphones including using disinfecting wipes between users (Solveig and Jim Brown have agreed to continue, Joan will ask Paul to back them up). Eric will emcee. Dave will send out a document that outlines all of the varied volunteer opportunities available.

- We need a special meeting to discuss whether we will continue with Zoom once we are back on campus. GwenEllyn will send out a Doodle poll to board members to get a feel for the best day and time.

Submitted by Tracy Ragland