

# ICL Board Meeting Minutes

November 18, 2021

Virtual Zoom Meeting

**Present:** Joan Robinson, Dru Johnson, Vernelle Judy, Priscilla Hibbard, Tracy Ragland, David MacMillan, Dee Ittis

**Absent:** GwenEllyn Anderson, Sally Schriver, Judy Gram, Eric Reif, Jan Petroski

**Guests:** Flo Bajaj, Tom Hibbard

**Minutes** from the October 21, 2021 board meeting were approved. Minutes from the October 25, 2021 special board meeting will be voted on at the next meeting.

## **Executive Director's Report:**

- Joan hasn't had any success reaching Ross Stout to find out what Covid protocols our outside speakers and guests will need to follow. They used to have to go to Campus Security first, but does that still apply? Eric has been able to reach Ross Stout in the past and Joan will ask him to reach out on this subject.

## **Treasurer's Report:**

- Jan's financial report showed a \$1000 donation in honor of Kathy Fletcher. Tracy collected three checks totaling \$350. We will wait until we can ask Jan about the additional \$1000 before accepting the most recent financial report.

## **Information Services:**

- Dave updated the job description for the Nominating Committee.
- He forwarded Vernelle's letter to waiting list people.
- Dave is working on documentation so that GwenEllyn can send out emails.
- Spring class schedule is ready to go online as soon as Curriculum is ready.

## **Technical Services:**

- No report other than all is well!

## **Curriculum Committee:**

- Spring semester presentations are all arranged,
- Dru is waiting to hear about WU's Covid requirements for outside speakers.

## **Membership Committee:**

- 150 of the 160 ICL members returned the WU Covid certification form and received a Compass Card. All of the 150 were vaccinated and did not ask for an exemption.
- Six people opted out of ICL membership rather than complete the certification form.
- Vernelle has called and emailed the remaining 10 members several times without success. She mailed the form with a return envelope to them a few days ago.
  - If any don't respond at all or respond by dropping out of ICL membership, then we will have their answer.
  - If any ask for a medical or religious exemption, then we will need to make a decision about whether we will allow them to attend in person.

- Vernelle has received many questions from members regarding Covid practices:
  - Will ICL honor members who have exemptions rather than being vaccinated? WU allows students with exemptions. Could ICL go beyond that to exclude unvaccinated members? Should we?
  - Will someone verify Compass Cards before someone enters Kaneko?
  - Will someone take temps at the door to Kaneko? Is it necessary, considering we are vaccinated? Also, people with colds can run a fever. That doesn't mean they should be there either!
  - Are we going to charge dues for Spring semester? We would need to give a deadline for collecting dues.
  - Can people on the waiting list come as guests? What do they need to do for WU to allow them on campus?

#### **Secretarial Services:**

- The only mail we received was from WU, showing the financial status of the Hudson Book Fund. Dave will scan it for Virginia to enter in the archives.

#### **Social Services:**

- Priscilla will contact Peter Ronai's next of kin to find out where they would like the donation sent.
- Dee has talked to Tricia Mott (Bon Appetit) regarding an opening day coffee in the morning before our first session. Money has already been budgeted, so the board doesn't need to approve. The coffee/tea service could be set up in the hallway outside Kaneko. We are allowed to take food and beverages into Kaneko.

#### **University Support:**

- No report

#### **Other Business:**

- Was the Annual Report sent to WU? Joan will ask Sally.
- ICL Diversity? Does this refer to our presentation topics and presenters or to ICL members?
  - Recruiting members is hard. We want to avoid tokenism.
  - Karen Trucke was on the Curriculum Committee to work on the diversity of our classes, not members.
- At the annual meeting (second hour on 11/23),
  - Joan will explain the changes to the constitution. Then there will be a motion to adopt, second, and then a vote.
  - Joan will present the new board, then ask for a motion to accept the slate by acclamation
- Dues discussion
  - We have 5 outside speakers spring term, plus several student speakers. Dru would like to pay the students \$50 for their appearances.
  - Dave says we have plenty of money to pay.
  - The Rasmussen Fund should not be used for normal operating expenses.

- Vernelle suggested not collecting dues for spring semester, but telling members they can make donations to ICL if they would like.
- Dee moved we do not collect spring dues. Tracy second. Passed.
- Covid protocols need more information from WU. We will discuss this at the December board meeting.

The next board meeting will be held via Zoom at 10am on December 16, 2021.

Submitted by Tracy Ragland