

# ICL Board Meeting Minutes

February 17, 2022

Virtual Zoom Meeting

**Present:** Joan Robinson, Jan Petroski, Dee Iltis, Vernelle Judy, GwenEllyn Anderson, Tracy Ragland, Jinx Brandt, Dave McMillan, Priscilla Hibbard, Eric Reif, Don Beckman, Sally Schriver (arrived late)

**Absent:**

**Guests:** Ken Panck, Karen Konick, Flo Bajaj, Wayne Wallace, Tom Hibbard, Bill Foster

**Minutes** from the 1/20/2022 regular board meeting and the minutes from the 2/7/2022 special board meeting were approved. GwenEllyn moved, Eric second, passed

## **Director's Report:**

The discussion with WU regarding the MOU was rescheduled to March 2, 2022. Joan, Dave, and Eric will attend. WU has not yet responded to the ICL's concerns about the MOU.

## **Secretary's Report:**

Thanks to Jan, we have finally determined who donated the \$1000 honoring Kathy Fletcher. It was from the Fidelity Charities Donor Advised Fund at the direction of the Heather Killough Foundation. There were conditions attached to the donation; it could not be used for political contributions, it must be used for charitable purposes, and we would send no tax acknowledgment. Tracy will send a thank you (definitely without a tax acknowledgment) as well as a note to Kathy Fletcher's family letting them know about the donation.

## **University Support:**

- Eric contacted Jamie Lawrence regarding Cone Chapel for the April string quartet performance and it's all arranged.
- Eric sent an email to Carol Long to try and get a copy of the letter regarding Peter Ronai's bequest in order to determine the purpose of the fund.

## **Technical Support:**

- All is going well at the tech end of things.

## **Social Services:**

- Priscilla sent a card to a member with a serious illness.
- Margaret Vander Weyden wanted the ICL donation to go to Doctors Without Borders.

## **Membership:**

- 99 people have sent proof of booster shots to Vernelle.
- Six new members asked for mentors and have been matched with six volunteer members.

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- **Curriculum:**
- The Curriculum Committee has been reconfigured so that members will focus on Natural Science, Applied Science, Social Science, Humanities, and the Arts.

### **Financial Services:**

- The regular fund balance is \$35,560 including the Kathy Fletcher donation. The Rasmussen fund balance is \$31,963.

### **Information Services:**

- Dave posted the financial information for January,
- He added Don to the board webpage and spreadsheets and did some training with him on the membership spreadsheet,
- He worked with Karen Trucke on the new form for suggesting presentations and ran it by Jinx and the Curriculum Committee. It is now live and can be used by members.
- He added new members of the Curriculum Committee to the webpage and reports,
- He is continuing to write documentation of what he does,
- Created a dynamic table for board member term limits.
- Created a survey for members to provide the board with input about when and how often to meet in the fall.
- Posted minutes for January the special board meeting on Feb. 7th
- Trying to keep up on Presenter Permissions and making the Zoom recordings of presentations available.

### **New Business:**

- There was much discussion about the hours we schedule for presentations in Fall Semester 2022.
  - We realize now that the wording of the poll could have been biased toward reduced hours, so we discussed the various options at length. Do we want to send out another poll?
  - After lunch attendance has been a problem for quite awhile.
  - Joan pointed out we will have at least two hours on Tuesday at a minimum.
  - Don suggested we stay to the current Zoom schedule (but in person) in the fall, leaving open the option to transition to another schedule as needed. Tracy moved, Eric and Priscilla second. Pass.
- Do we want to collect dues for the 22/23 year?
  - Vernelle would collect checks and send them to Jan for deposit.
  - Jan does not need to have all of the checks to make a single deposit, nor does she need to wait until after the new fiscal year begins to make the deposit. Most board members favor keeping the dues at \$165 per year.
  - Our fixed expenses (whether on Zoom or in person) are the speakers' honoraria, rent for rooms other than Kaneko, directories and other mailings, and coffees and other catering needs.

- Eric moved that we charge \$165 for the 22/23 year whether in person or on Zoom, not depending on the number of hours per week that we meet, Jinx second. Pass
- Using donated funds
  - We have not seen the letter that came with the Peter Ronai donation. Jan thinks it is supposed to be administered in a similar way to the Rasmussen fund.
  - Some suggestions for the new fund would be to endow an ICL chair (i.e., membership), bring in a noteworthy speaker who would need more than the normal honorarium in order to speak, have a scholarship for diversity, increase the normal honoraria for all speakers, and to appoint a 3 person committee to make suggestions for spending the fund within ten years (Jinx, Jan, Joan)

**Old business:**

- The bylaws were voted on by the board in February 2021, but didn't consist of much more than a policy document for membership. Dave moved that we rescind the bylaws, Eric second. Passed

The next board meeting will be on Tuesday March 15 at 1pm on Zoom instead of the regularly scheduled meeting on Thursday, March 17. We moved the meeting earlier in the week because spring break is the following week and we will need to make a decision about returning to in-person classes after the break.

Submitted by Tracy Ragland