

ICL Board Meeting Minutes

March 15, 2022 - Note date change

Virtual Zoom Meeting

Present: Joan Robinson, Dave MacMillan, Eric Reif, Dee Ittis, Vernelle Judy, Priscilla Hibbard, GwenEllyn Anderson, Don Beckman, Jinx Brandt, Tracy Ragland

Absent: Sally Schriver, Jan Petroski

Guests: Wayne Wallace, Flo Bajaj, Dru Johnson, Tom Hibbard, Don Gallagher

Minutes from 2/27/2022 were approved. Jinx moved, Priscilla second

Executive Director:

- **MOU:** Joan, Eric, and Dave met with Carol Long regarding the MOU on March 2, 2022.
 - Willamette feels strongly that ICL should be formally called the “Institute for Continued Learning at Willamette University”. They feel that “Willamette University Institute for Continued Learning” (WUICL) makes it sound like Willamette should have more control over ICL. Joan, Eric, and Dave agreed to the change. We do not need members who have already paid to send new tuition checks for 22/23 with the new name.
 - The maximum capacity for Kaneko is 187.
 - ICL will not be charged for using our regularly scheduled space during normal hours. Outside of those hours we will be charged \$50/hour with a 35% discount.
 - ICL can continue calling on WITS as needed.
 - ICL is not responsible for ICL members’ behavior while on campus outside of class hours.
 - Finances-custodial funds vs. endowed funds
 - Custodial funds are for immediate use and come from members’ dues payments.
 - Endowed funds ultimately belong to WU should ICL cease to exist. The Rasmussen, Ronai, and possibly Fletcher donations are examples. Carol Long will send a document more fully explaining the difference.

Treasurer’s Report: No report

Curriculum Committee:

- The Committee is busy recruiting speakers for next year.
- Quite a number of DVD’s have been given to ICL over the years. Jinx would like to make those available to members. The Curriculum Committee will try to arrange some sort of a lending library.
- The various potpourris will continue.

Membership Committee:

- 105 members have submitted proof of vaccination plus booster shots.
- As of the time of the meeting, 26 tuition checks have been received.
- Members who need name tags should contact Vernelle as soon as possible.

Social Services:

- Priscilla sent one get well card and one sympathy card (David Engen) this month. David did not want a memorial service.
- Priscilla found out the mailing address for Kathy Fletcher's daughters and gave it to Tracy.
- October 13, 2022 is the date of the celebration of ICL's 30th year. Dee and Priscilla will form a committee to organize it.

Information Services:

- Dave adjusted the Fall curriculum template.
- He created the Presentation Suggestion Form with Karen Trucke.
- He worked with Don Beckman on Google docs.
- He created a checklist for received tuition checks.
- We discussed whether the weekly class reminder email could contain a fuller description of the classes. The answer was "yes".

Technical Services:

- GwenEllyn has had lots of practice sessions with presenters and has met with Jinx to help her with technical aspects of the Curriculum committee.

University Support:

- Eric sent Jennifer Cole's address to Barbara Sellers-Young.
- He checked for Cat Cavern availability on 10/11, 10/13, and 11/22. Jamie Lawrence will get back to him.

Secretarial Services:

- Tracy sent thank you/acknowledgment cards to Kathy Fletcher's daughters and to the Heather Killough Fund.

New Business:

- The big questions are whether we will return to in-person classes on March 29th after Spring Break, and if yes, what are the logistics?
- Carol Long says that, because the Governor's mask mandate has ended, we cannot exclude anyone because they aren't wearing a mask. We can encourage masks, of course. Vaccines and boosters remain a requirement to be on campus.
- Do people feel comfortable going back in person? There was a lively discussion with all board members and some of the guests offering their feelings. Jinx moved we return in person on March 29th, Tracy seconded it. The motion carried with 6 votes in favor of returning and 4 opposing.

- Logistics
 - Tell people to arrive at 9:30 to allow for check-in at the doors. People with lists of all boosted members will be at each door.
 - What if someone who did not send proof of vaccines plus booster to Vernelle shows up with the proof? Don will take a digital picture and forward it to Vernelle so she can include it with the other records.
 - Eric and Gary Slangan will hand out parking passes.
 - Social Services has arranged with WU Catering for coffee and pastries.
 - Joan will begin the session by greeting everyone, explaining how we pass microphones for questions, and giving a reminder about submitting tuition checks.

Other Business:

- The discussion of Board terms and term limits was tabled.

The next Board meeting will be on April 20, 2022.

Submitted by Tracy Ragland