

ICL Board Meeting Minutes

September 6, 2012 BOARD MINUTES

Order: Director Ken Panck called Meeting to order at 3:10 pm following the Opening Day and 20th Anniversary Celebration

Members Present:

Executive Director - Ken Panck, Curriculum Services – Peter Rasmussen and Tom Zook, Social Services – Oddny Everson and Karen Bender, Information Services – Peter Ronai, Membership Services – Eunice Porter and Louise Schroeder, Financial Services – Charlene Robbins, Past Executive Director – Gary Beck, and Secretarial Services – Jyl McCormick.

Excused: *University Support Services – Hardin King*

Board of Directors Reports:

Financial Services:

Charlene Robbins provided a copy of the financial report. She said she would like her role as treasurer to be considered a conduit for being told what to pay and having the documentation for paying bills and receiving moneys. The report submitted indicates a negative balance in the receipts because Willamette University's fiscal year end is May 31, and much of ICL's dues are deposited in May. There will be a notice to current members that although their dues checks are received in May, they will not be deposited until after June 1 to represent the yearly income. There was also a payment of \$300 which was also from last year which represented the payment to Yamhill Parks from the field trip to the Confederated Tribes of the Grand Ronde and the Fort Yamhill State Park. The tribal council chose not to receive the gratuity so the amount which had been set aside for each location was given to Yamhill State Park which was approved by the council. **Charlene** will issue the four checks for dues that will be refunded to emeritus members. General expenses so far this year have been \$441.17.

Information Services:

Peter Ronai has been able to transmit electronic messages directly to the copy center for the membership booklet. A new membership booklet will be completed at the start of the Winter Term to update information on members. **Mieke Visser** has been helping Peter with the website this summer. **Ken Panck** complemented Peter on the great format in the new member's handbook. Comments from other board members on the new format included liking the format to include committee members in the front of the book.

Secretarial Services: **Jyl McCormick** did not have anything new to report.

advantages over the Minto-Brown Island Park. For our great chefs of the barbeque, we would ask for their assistance in carving the meat.

Ken Panck reported that he signed the legal document with Willamette University to allow the University to keep the documents and photos from ICL in their archivist area. This year, ICL's Historians, **Irene Konopasek** and **Sybil Westenhause** have worked to compile the information from the last twenty years of ICL. They have worked with the University Archivist, Mary McRobinson, to update all the information. **Gary Beck** asked about the videos that have been donated to the library from ICL. **Peter Ronai** stated that these were two different things and the videos were educational items and would still be at the library.

New Business:

Because of questions regarding the ICL emeritus status, **Louise Schroeder** said to obtain emeritus status, a member will be 90 years old (by May 31 of the current year), been a member of ICL for 10 years, or has contributed in an extraordinary way. She will write these procedures to be included in the by-laws and bring this to the Board for approval. **Karen Bender** asked how long a person remained in the emeritus status. **Louise** said that the status remains until the member leaves ICL, and the member retains all the rights and privileges of ICL. The only thing that changes is at the time the member has emeritus status, that member no longer pays dues. Currently, emeritus members are not counted in the membership cap, but each member will be counted in the cap of 165 members in the future.

Ken Panck brought up the extraordinary service that **Grant Hagedtedt** has provided to the ICL music program. **Grant**

Ken Panck had been asked by **Maureen** and **Phil**