

August 11, 2008
ICL Governing Board Meeting Minutes

President Bob Masterson called the meeting to order at 1 PM

Present: Bob Masterson, Sue Harty, Bob Allen, Don Carlson, Mike Thompson, Marilyn Lind, Lois Nissen, Peter Marron, Debby Miller, Dorothy Murphy, Don Diersen, John Weise, Steve Wolf, Harry Trumfio, Earl Arnold, Joyce Szot, Joan Reisen, Natalie Salat, Carol Keegan

Not Present: Marge Olszewski, Margo Temple, Cathy Jenson, David Sullivan, Karl Gabbey, Mary Fioretti.

Debby Miller noted that Don Diersen's name was misspelled in July 14th minutes, after correction, it was moved by Bob Allen and seconded by Mike Thompson to accept the corrected minutes.

Comments from the Chair: Bob Masterson welcomed Dorothy Murphy back to the Board after her recent hospital confinement. He also mentioned that the Post Study Group Lunch meeting was filled with spirited debate. Class size, attendance and coordinator evaluations were discussed.

Review of ICL Master Calendar:

1. August Calendar has no changes.

2. September Calendar:

On September 23rd the New Member Orientation will take place (time to be arranged)

No Mailing in September

3. October Calendar:

October Board Meeting is tentatively set for 11:30 AM on Oct 13th.

October Trip to the Daily Herald will be confirmed at September Board meeting.

3. November Calendar:

November Board Meeting is tentatively set for 11:30 AM on Nov 10th.

Mailing will be needed in November, promoting the 2009 Winter Lecture Series.

4. December Calendar: The December 3rd date for the Holiday Party has been confirmed.

5. January Calendar: Winter 2009 Study Groups will start the week of January 26th and continue for 4 weeks in February.

The 2009 Winter Lecture Series will begin on January 14 or January 21st,
The final decision will be made before the September Board meeting.

Review of ICL Committee Reports:

- **Administrative Services:** Mailing set for Aug 13th in Room 317
- **Field Trips:** Marilyn Lind informed the members that on the way back from the Oriental Institute and Robie House field trip, the bus driver apparently got lost and it took 2 ½ hours to return to Roosevelt. The Bus Company charged ICL an extra \$100 for the extra time involved. Marilyn and Bob Masterson agreed that a letter should be sent asking for a refund since the delay was caused by the driver not ICL.
- **Finance:** The report looks good and expenses are on track.
- **Lecture Series:** Second meeting will take place on Aug 13th
- **Membership Services:** 10 new members attended orientation. Five people were recruited as hall guides and table workers at Taste of ICL.
- **Marketing/Partnerships:** It was noted that the most recent lecture at Friendship Village was attended by 37 people from Friendship Village but no one from ICL. Bob Masterson will address this issue in the next President letter. Bob reminded the Board that classes at Roosevelt taking place on the afternoon of Sept 18th will finish at 2:15PM, allowing members wanting to attend the Paul Green Lecture at Friendship Village 45 minutes to make the trip.
- **Program Development:** The Brochures for the Fall Study Group have arrived for the Aug 13th mailing. The number of study groups changed from 27 to 26. It was suggested that the brochure's format could be improved. Changes will be discussed at future meetings.

The Board discussed whether new members should be allowed to have first choice registering for Fall Classes. Some felt this would be good, others thought it would not be fair to current members. A motion was made by Bob Masterson that Mary Fioretti should be notified that no one should be allowed to register until Monday Aug 18th, this was seconded and majority approved the motion with one member abstaining.

- **Coordinators Appreciation Luncheon:** Plans on Schedule. Hope to know the number of attendees by Aug 20th

- **DVD Lecture Acquisitions:** The purchased of 7 new DVD lectures was approved. The budget will allow the purchase of a few more DVD's
- **Seminars:** Humanities Seminar on Track for September 9th and 10th.
- **Social Activities:** Luncheon plans for Summer Outing, Coordinators lunch and the Humanities Seminar are being finalized. Plans for Oktoberfest and the Holiday Party are in the development stage.
- **Website:** Mike Thompson hopes that the RU Webmaster will allow enough time for testing before the posting of the registration form.
- **Life Long Learning Relationships:** Bob Allen informed the Board that Bradley University recently received an OSHER Grant. The University of Illinois and Northwestern have received this grant in the past. Bob has received a questionnaire from another LLI and will reply shortly. Bob Masterson has also received one and is looking into it.
- **New Initiatives:** Dinner for 8 will continue this fall.
- **Summer Outing:** 28 golfers will play at the Arlington Lakes Golf Club on Thursday Aug14th. 79 people have signed up for the luncheon. There will be special door prizes for people attending lunch with separate prizes for golfers.

Update on plans for Aug 28th, "Taste of ICL"

Plans are proceeding on schedule. Coffee at 8:30, Prospective new member session 9-9:45, Presentation of Study Groups at 10AM. Current members will enter door 3 at 10AM and will receive a list with the room numbers where the presentations will take place.

Review/update of Non-Budgetary spending items approved at May 2008 meeting: This was reviewed during discussion of DVD Lecture Acquisitions report.

Review of ICL Organization Chart Board members were given a copy of Organization Chart to review their committee's responsibilities. Bob Masterson and Sue Harty plan to attend as many committee meetings as possible so that they are more aware of each committee's progress.

ICL Strategic Plan Activities: Bob Masterson asked all Board members to read the last four pages of this document, checking the responsibilities that apply to them and try to start implementing as soon as possible.

Other Business:

- A. ICL Business Cards: David Sullivan gave copy of the current ICL business card to Sue Harty. The Board members felt that the card can be created and printed for approximately \$20 for a box of 100. Anyone needing cards should E-Mail Sue Harty so that information to be printed on card may be reviewed.
- B. ICL Office Space: Due to increase need by Roosevelt for space, ICL will be losing their office space. Room 317 may be available for ICL use, but has not been discussed with Roosevelt as yet.
- C. ICL PC's: John Weise made a motion that the Board approves the purchase of a new PC in the amount of \$1,000 to replace the PC that was lost while in RU storage. The motion was seconded by Harry Trumfio and approved by the Board. A meeting is planned with Dr Potenza regarding the loss of the PC to determine whose responsibility it is to replace the unit.

Next Governing Board Meeting will be on September 8, 2008 at 1PM

The Meeting was adjourned at 2:45PM

Respectfully submitted,

Carol Keegan, ICL Secretary