

ICL Board Meeting Minutes

January 28, 2020

Kaneko - Room 121

Present: Sally Schriver, Mark Kasoff, Bill Foster, Dru Johnson, Vernelle Judy, Lester Reed, David MacMillan, GwenEllyn Anderson, Kasia Quillinan, Tracy Ragland, Priscilla Hibbard, Dee Iltis, Barbara McReal

Absent: Peter Ronai, Ingrid Brandt, Terri Crowley

Guests: Judy Gram, Becky Miller-Moe

Minutes from November 2019 were approved with corrections.

Treasurer's Report:

The December 31, 2019 financial report is posted online. The balance is \$45,679.86.

Lester moved approval of the Director of Financial Services Job Description as submitted. The Job Description change relates to WU faculty not being able to donate honoraria back to the university. Approved Unanimously

Letter was received from Carol Long regarding the endowed Hudson Book Fund. The fund is managed by the Registrar. Students apply for an award up to \$250 based on the students' needs. There is a \$42,636 balance. During the 2018-19 year, five students were awarded a total of \$1480.

Information Services:

Dave bought a laptop (\$1149.99) and tested it out in Kaneko. He will buy an

Rooms (mostly Kaneko) have been reserved through 2021. Please let Kasia know asap if a room other than Kaneko is needed.

If someone has a complaint about a room, see Dru first. She will discuss with Kasia to resolve or explain. This year has been chaotic with complaints coming at both Curriculum and Kasia from all sides.

Kasia has split off a number of the position's duties. Barb (Membership) will handle membership cards. Gary Slangan will handle parking at Willamette Heritage Center. Eric Reif will be put on the slate for Director of University Support Services.

Other Business:

Nominations were briefly discussed, then tabled until February. The Spedale's need to ask each person they had suggested to us whether or not they would consider the position. The person would then be able to look at the position description and ask questions of the current office holder. Sally will talk to Colleen to confirm and advise. Hopefully, we will have a slate of nominees to look at in February.

Lester proposed that in the future we handle nominations in the fall so that the new board members could shadow the current board member and learn the job. We discussed this but did not bring it to a vote.

Bill moved the meeting be adjourned. Lester second. Passed.

Submitted by Tracy Ragland