

ICLRU Board Meeting

Agenda

November 20, 2017

10 AM

All board members were present as was Bob Masterson, Office Manager.

Guest: Sue Harty

1. The meeting was called to order at 10 AM. President Zietlow confirmed the quorum.
2. Joan Brody moved to approve the October 2017 Minutes. Steve Wolf seconded and the motion carried.
3. Unfinished Business
 - a. Proposed RU Pharmacy College Scholarship - Steve Wolf contacted Dean Hogan and provided her with the board's concept for a \$500 scholarship. Steve hopes to meet with Dean Hogan in the near future. The requirements are virtually the same as for a scholarship we offered in October 2014. Dean Melissa Hogan responded enthusiastically and thanked ICLRU for our generosity. RU will begin announcing the scholarship and screening applicants immediately. RU's Scholarship Committee will meet in May.

Les Miller moved that the board should donate an annual \$500 award to RU beginning in 2017. Henrietta Leary seconded and the motion carried.

This scholarship might be partially funded through a raffle and separate member donations for this purpose at a future ICLRU event. Sue Masterson will look up past minutes regarding any potential constraints that may apply to the ICLRU donation fund.

- b. RU Cyber Identity Presentation – This was held on Friday, Nov. 17. It was well attended by ICLRU members and the presenters provided timely information. Bob Masterson will ask whether the power point can be made available for our members who were not able to attend.

- c. Member Retention - Bob Masterson forwarded Peter Marron a list of members who did not renew during 2017. Peter will attempt to contact those who did not provide a reason for terminating to ask whether there are controllable aspects of the program that might be improved to increase member retention.
- d. Volunteer 'Ambassadors' or 'Friends' for new members was mentioned in the Welcome Letter sent out by the Membership Committee, Peter Marron, Chairman.
- e. ICLRU Info Easel in the Rotunda Area - Bob Masterson will ask RU if an easel could be put near the Rotunda Desk with information about ICLRU, such as room assignments, etc., and to assist first time ICLRU members and Winter Lecture speakers to find classrooms and Alumni Hall. At a minimum, it would be helpful if a sign could be visible on the desk. It would also be helpful if the existing easel could be moved nearer the vending machines where more members will see it.
- f. ICLRU Website: Angie Sharkey and Andrea Zietlow reviewed current ICLRU web pages and asked the board for comments. After discussion, recommendations were made on the handling of specific web pages. Any additional comments will be submitted to Angie and Andrea by Dec. 1. Angie Sharkey and Sue Masterson will write up the final handling and Sue will provide it to Mike Thompson.

Member Handbook - Board members will review updates to the current Member Handbook that were distributed by Angie Sharkey and Andrea Zietlow at the meeting. The board will submit suggestions to Angie and Andrea by December 1 or will advise when the review can be completed.

- g. RU Campus Safety and Fraud Prevention – Henrietta Leary spoke with Tasha Gilley and other potential speakers. She proposed that we hold this event on March 9, 2018 in Rm. 706. Bob Masterson will ask RU if a video can be made of the of the presentation. If not, Henrietta will ask if a power point is available that can be posted.
- h. ICLRU Choir - Bobbi Fields and approximately five additional ICLRU members met and plan to sing at the Holiday Party.

- i. Media Resources Inventory in the Center – Volunteers will work together to select a date to inventory media resources in the Center.
- j. Northwest Suburban Community Concert Assn. - Les emailed his NSCCA contacts and included the PDF of our Daily Herald ad. NSCCA will include the ICLRU ad in their concert program and asked for a version of the ad that can be manipulated to obtain the correct size. Angie Sharkey and Les will work on this to get the NSCCA a version of the ad that can appear in their concert program. Les will look into the appropriate link that Mike Thompson can post on our website under the Partnership tab and he will look at the NSCCA website to see where our link would be posted.
- k. Prairie Arts Center – Joan Brody reported that Prairie Arts Center is not interested in advertising our brochures in their lobby or as inserts in their programs. Joan will ask how much a program ad costs, and whether a reciprocal link on our web page would reduce the cost of a program ad.
- l. 2017-18 Agreement with Friendship Village - Henrietta Leary finalized the Agreement with Friendship Village. A check in the amount of \$4,750 was received and deposited to help offset expenses for the Winter Lecture Series.
- m. Piano Showcase Event at Friendship Village – Steve Wolf reported that the recent Piano Showcase event at Friendship Village featured an excellent program of compositions presented in superb performances by the pianists. While our announcements referred to the pianists as "students," they are at advanced levels (comparable to PhD and post-doctorate levels in other fields) and most of them in fact are already well into their careers with records of impressive accomplishments. As in past years, Steve will obtain a DVD of the event from Friendship Village that will be available in the Center.
- n. Pabst Mansion Field Trips Self-Funded Budget Forms – John Wiese moved to approve the budget forms for the two field trips to Milwaukee. Selwyn Schwartz seconded and the motion carried. Angie Sharkey noticed there is a small calculation or rounding issue that adds an additional 29¢ to the automated budget form under Budget and Members Fee.

- o. Program Evaluations - Discussion of how to encourage members to evaluate classes. Andrea Zietlow distributed a revised Study Group Evaluation including newly proposed questions for the evaluation form (on the reverse.) The board was requested to provide comments to Andrea by December 1.

4. New Business

- a. Facility Rental Agreement – Henrietta Leary moved to approve the 2018 rental agreement with RU. Selwyn Schwartz seconded and the motion carried.
 - i. Contract wording is unchanged.
 - ii. There is a 3% cost increase effective Jan. 1, 2018
- b. Rates for the Maturing CD - \$50,000 at Sterling Bank
 - i. There are 3 ‘specials’ for renewal:
 - 18 months – 1.55% APY
 - 23 Months – 1.70% APY
 - 30 Months – 2.00% APY

After discussion, Selwyn Schwartz moved that the 30 months renewal option be adopted at 2% APY. John Wiese seconded, and the motion passed with a vote of 8-1.
 - ii. The grace period ends November 20. As long as Sterling Bank has our decision by end of day, Monday, they will draw up the paperwork and mail it for signatures.
- c. Update on Plato’s Place – LaRaye Rodriguez volunteered to coordinate Plato’s Place with a committee. Currently, they plan to meet only when Study Groups are in session. There was a suggestion to try Plato’s Place as a morning or afternoon class, as there are limited options for purchasing lunch on campus.

- 5. Treasurer’s Report and Financials and 2018 Budget Approval – Treasurer, Joan Brody reported that Total Assets, Total Equity and Net Income are \$156,277.66, \$151,358.85, and \$7,565.27 respectively. Current membership is reported as 422.

Selwyn Schwartz moved to accept the 2018 budget as submitted. Angie Sharkey seconded, and the motion carried.

6. Calendar Additions or Changes

- The RU Campus Safety and Fraud Prevention presentation March 9, 2018.
- The Spring Event will be held on March 16. When details are finalized, this event will be added to the calendar.
- Selwyn Schwartz and Jack McKee asked that April 11 be selected as the tentative date for the 2018 Cubs Game in Milwaukee, WI. This date will be held open for the game. Spring Coordinators should be made aware this might affect study group attendance on April 11.

7. Additions or Changes to the Written Committee Reports - Andrea Zietlow reported an update to the Program Development Committee report. There are now 15 study groups, with 3 new coordinators and 1 returning coordinator who has not presented recently.

8. Other?

- Joan Brody will ask if Bob Gilden plans to attend the Holiday Party. As Bob is moving from the area soon, the board would like to recognize and thank Bob for his dedication to the Current Events Study Group and to ICLRU over the years.
- Bob Masterson does show prospective members samples of past lectures and study groups. A suggestion was made that Bob may want to keep study group and lecture brochure samples from the past few years in a binder for easy review.
- The importance of study group descriptions closely matching the actual class was discussed.

9. Next Board Meeting – [Tuesday, January 16 at 1:15 pm.](#)

10. Adjournment – Selwyn Schwartz moved to adjourn the meeting at 1 pm, Sue Masterson seconded, and the motion carried.