

ICLRU Board Meeting
Minutes – April 15, 2019
10 AM

All Board Members and the Office Manager were present.

1. Andrea Zietlow called the meeting to order at 10:15 am and confirmed the quorum.
2. Angie Sharkey moved to approve the March 2019 minutes with one change. Henrietta Leary seconded and the motion carried.
3. Henrietta Leary moved to approve the minutes of the April Special Meeting. Angie Sharkey seconded and the motion carried.
4. There was no ICLRU member participation.
5. Unfinished Business
 - a. There was a brief discussion of comments from the ‘Meet the Board’ get-togethers.
 - i. Most of the comments pertained to Program Development. The Program Development Committee will continue to discuss items that came up and Andrea Zietlow will report back to the board. Many comments were about unfamiliarity with the equipment. Andrea has already addressed this issue -- she will cover the Center so that Bob Masterson can visit classrooms and write up instructions on equipment usage.
 - ii. One member does not attend the Annual Meeting or Holiday Party and asked whether it was possible to receive a discounted annual membership or alternatively, whether members who attend these functions might be charged an additional fee. Andrea Zietlow will contact the member and relate the board members’ decision that it would not be

practical for the organization to establish attendance-based levels for membership fees.

- iii. In terms of coordinator recruitment, Steve Wolf suggested that winter study group sessions might be siphoning off coordinators who would otherwise coordinate classes in spring, summer and fall. Andrea Zietlow mentioned that for various reasons, she had not actively recruited coordinators for some of the recent sessions. Andrea and other members of the Program Development Committee have begun to contact members individually and encourage them to conduct study groups, with success. This is by far the best way to recruit coordinators.
- b. Henrietta Leary and Sue Masterson will draft an Executive Summary Sheet for review and approval by the board no later than the May board meeting. The notice to members should be clear that this was a periodic, routine review of the Bylaws and that the board found very few changes to be made. Les Miller suggested that information about the proposed elimination of all absentee ballot voting be included in the Executive Summary.
- c. Andrea Zietlow asked for agenda items for discussion at the Annual Meeting. She plans to mention the Piano Showcase and Pharmacy Scholarship. Board members should give Andrea any information on additional announcements.

Concerning the vote on the Revised Bylaws, it was agreed that Summaries and Proposed Bylaws would be available for members who would like to review them prior to the vote.

- d. Brief discussion of the Property After Death Forum.
 - i. To date, six members have signed up through Bob Masterson for the Property After Death Forum on May 4. The main method of registering is directly via EventBrite.com.
 - ii. Andrea Zietlow will contact the liaisons for the Forum and then develop a schedule for manning the ICL vendor table.

She will forward this to board members and to Peter Marron and Tom Head of the Membership Committee.

- iii. Angie Sharkey moved that the approved \$25 gift card for the ICL raffle donation be purchased from Amazon. Les Miller seconded the motion and it carried. Andrea Zietlow will purchase the gift card.
- iv. The spring/summer intersession brochure, the membership applications, and perhaps the summer study group brochure will be useful to have on hand at the Forum event in addition to flyers and business cards.
- e. Les Miller moved to authorize funds to print ICL flyers and business cards at Next Day Flyers and Vista Print, with appropriate revisions to the business cards. Selwyn Schwartz seconded the motion and it carried. These may be available for the ICL Vendor Table at the Forum and will also be useful for the History Seminar and Taste of ICL.

John Wiese will arrange for the changes on the business card (decreasing the font size for the top two lines by 2 points and an address correction). John will order 1,000 business cards and 1,000 re-printed flyers.

- f. Revised Officer Descriptions were distributed to the board members.
- 6. New Business
The applicants for the open board positions -- Andrea Basalay, Gene Flynn, Sue Masterson, and Selwyn Schwartz -- will interview with the Nominating Committee on April 22.
 - 7. ICLRU Calendar
Board members were willing to move the Summer Picnic to August 9th if necessary. However, the Park District clarified that August 2nd would be available to ICL after all, and Henrietta Leary reserved it for the picnic.

8. Treasurer, Bill Amster had a number of observations for the board:
 - a. Year-to-date net income reversed from a negative to a positive \$1,688 by the end of March.
 - b. The membership count was down by 8 compared to last month. This was primarily due to ICL's 90-day grace period. Members with a December renewal date dropped off in March if they had not already renewed. It might be time to engage in recruitment efforts.
 - c. Bill recommended that ICL's \$25,000 CD with Sterling Bank that matured on April 6th should be rolled over at a rate of 2.5%. The prior rate was 1.5% and other banks, such as Chase and Harris, currently offer 2%. Checking rates from various banks showed very small differences among them. ICL has substantial cash reserves beyond the CD and no immediate need for the funds.

Selwyn Schwartz moved to roll over the \$25,000 Certificate of Deposit with the Sterling Bank at the given rate. Les Miller seconded the motion, which carried unanimously.

9. Additions or Changes to the Written Committee Reports
 - a. Sue Masterson thanked all the ICL Reads committee members for their work on the Senior Living Options Fair. Andrea Zietlow mentioned that the vendors were pleased with the way the event was set up and there were many positive comments from attendees.
 - b. Andrea updated the number of Summer Study Group Sessions from 5 to 7 and she will encourage coordinators at the Program Development meeting tomorrow. Approximately 50 prior, current, and prospective coordinators plan to attend.
 - c. The deadline for Summer Study Group proposals is April 26.
 - d. Henrietta Leary will prepare a flyer for the Fermilab Field Trip on May 10 as well as a flyer for the upcoming Opera-In-Focus outing.

10. Other Business?

- a. Another Taste of ICL is being planned during the Summer/Fall Intersessions.
- b. John Wiese advised that 75 History Seminar flyers were prepared for the Barrington Historical Society. John is doing a mailing and the committee can provide more hard copies, as needed. John will email an announcement and list of sessions, and he will include a link to iclu.org describing the seminars. Information also went out to some of the local senior centers. The History Seminar will be mentioned in upcoming study group announcements.

Bob Masterson registered 42 ICL members to date for the Seminar.

Perhaps Peter Marron and Tom Head would be interested in greeting non-members by the main entrance. Bob Masterson reminded that non-members will be required to have some form of ID and will need to have a picture taken for a daily pass.

One easel is needed in the main entrance rotunda. John will check with Monica or Tasha to find out if there is a good map of the building that's already available that can be posted on the easel. A map will be posted on the bulletin board in Rm. 704 so that attendees can check the room assignments when they pick up their morning refreshments. A schedule should be posted in each of the Seminar classrooms.

- c. Andrea Zietlow contacted Bob Allen and found they did have a meeting on March 22nd. Of 33 attendees, 7 were ICL members. Andrea Zietlow asked Bob Allen to keep us posted. Bob may want some ICL flyers and business cards to hand out to his group.

11. Next Board Meeting Proposed Date: Monday, May 13 at 10 am.
12. Selwyn Schwartz moved to adjourn at 12:30 pm. Henrietta Leary seconded and the motion carried.