

MINUTES
ICLRU BOARD OF DIRECTORS MEETING
September 13, 2010

Present: President Sue Harty, Vice President Joan Reisen, Treasurer Don Carlson, Secretary Harry Trumfio. Board Members: Ken Bobbe, Kathryn Dublinski, Carol Keegan, Marilyn Lind, Peter Marron, Debby Miller, Marge Olszewski, Joyce Szot, Mike Thompson, Steve Wolf, Special Events – Margo Temple, Seminar – Cathy Werner-Jensen, Dorothy Murphy.

1. Call to Order / Confirmation of Quorum

- a. Meeting was called to order at 11:45 AM.
- b. Quorum was present.

2. Comments from the President

- a. President Hardy reported that Mary Fioretti will no longer render service to ICLRU and her office Room 130 will no longer conduct any ICLRU business.
- b. All ICLRU business is to be conducted at the ICLRU Center, Room 316. Bob Masterson, Center Manager, is responsible for conducting ICLRU business.

3. Review and Approval of August 2010 Board Meeting minutes

- a. It was moved by Debby Miller and second by Marilyn Lind that the minutes of the August 9, 2010 Minutes be approved. Motion carried.

4. Review of ICLRU Master Calendar

- a. Plato's Place will not be held Wednesday, November 24 due to campus closure.
- b. Holiday Party, Thursday, December 16.
- c. Study groups begin on Monday, January 10.
- d. Lecture series starts on Friday, January 21
- e. Registration date for Winter Session to be decided
- f. Registration date for Lecture Series - October decision.

5. Update on Incorporation Activities

- a. Yvette Joseph is now the registered agent for ICLRU at Roosevelt University
- b. Don Carlson reported that incorporation activity is moving along.

6. New Business

- a. President Harty reported:
 - i. The executive committee employed Bob Masterson as manager of the ICLRU Center.
 - ii. She received and accepted with regret the resignation of Jack McKee from the Board.
 - iii. She received and accepted the resignation of Bob Masterson with regret. (Bob Masterson resigned to avoid a perception of a conflict of interest).
 - iv. Two board positions are open and to be filled by presidential appointment
 - v. ICLRU at present does not have a key to the copy machines; a key should be available in the near future.
 - vi. ICLRU no longer has access to the Roosevelt mailroom, which necessitates the need to buy stamps.
 1. The possibility of purchasing a meter is being explored.
- b. Margo Temple asked that the Board consider a back-up assistant for the Center. President Harty will take the suggestion under advisement.
- c. Don Carlson reported that a written job description is being developed for the Center Manager
- d. Peter Marron asked the ramifications of late or improper filings with the State re: non-profit organization status. Don Carlson suggested the possibility of a fine or loss of non-profit standing.

7. Report on Executive Session meeting

- a. Don Carlson is seeking advice from Harris banker re: credit card for center manager.
- b. Written agreement is to be drafted for the Center Manager position.
- c. Registration process - Ken Bobbe questioned some mishaps in the process. Don Carlson responded that there was an awareness of the problems and solutions are being sought. Mr. Carlson also reported a

delay in the mailroom concerning timely mailing of some Confirmation Letters.

- d. The Program Development Committee is examining new time lines and conditions for the registration process.
- e. It is now ICLRU's responsibility to buy postage stamps and mail our own materials.

8. 2011 budget

- a. No report on budget
- b. Don Carlson reported that he wishes to look at recurring costs and budget targets for future planning.
- c. Motion to purchase office in a suitcase
 - i. Tabled
- d. Motion to purchase cell phone/minutes package and/or VOIP phone or combination
 - i. Tabled

9. New ICLRU procedures

- a. Center Manager will be present at Board meetings
- b. A keypad lock will be installed on Center door.

10. Old Business

- a. 2010 ICLRU Focus Groups
 - i. Focus groups are on hold for the present
- b. Use of member images in ICLRU promotional literature
 - i. Sign off on new registration form
 - ii. Joyce Szot raise question about property insurance, matter has been taken under advisement.

11. Committee Reports (As requested)

- a. Finance: Joyce Szot distributed QuickBooks report. Several positive comments were rendered regarding the appearance of the report.
 - i. Bank balance report was requested.
- b. Seminar Report: Cathy Warner- Jensen reported that the topic for the final Humanities Seminar on November 16 in Alumni Hall will be "Architecture." Lunch will be included.

- i. 2011-2012: She also reported that the committee is looking at different formats for upcoming events that would include lectures, group discussion, and other varied programming. Topics under consideration are history, art, music, political science, literature and other areas of interests. Consideration is being given to smaller group presentations and perhaps two seminars between ICLRU sessions as well as half-day seminars with no food served to reduce cost. There is also consideration being given to paid seminar presenters in the range \$200. There is a hope that Roosevelt professors would participate. There was also a suggestion of a one year trial period during which scheduling dates and locations would be pre-planned so speakers would be able to commit to specific dates and times. Seminars would be open non-ICL members, if not filled by ICL members. The Board asked Cathy Warner-Jensen to continue the exploration of her proposal.

12. Other:

- a. Margo Temple put forth the idea of a survey of membership to establish a data base concerning past work experience and talents.

13. Next Board of Directors Meeting Date and Time-

- a. October 11, 2010 at 11:45 AM in Room 317.

14. Adjournment –

- a. Moved by Harry Trumfio and seconded by Don Carlson. Motion carried.

Respectfully submitted,

Harry Trumfio

Harry Trumfio, Secretary

September 14, 2010