

**Minutes of the Annual Meeting of ICL  
Conducted via Zoom  
June 17, 2021**

**Welcome and Call to Order**

Board President, Andrea Zietlow, introduced herself, and called the annual business meeting of ICL to order at 10:17 a.m. She welcomed members and thanked everyone for attending.

**Approval of the 2020 Annual Meeting Minutes**

Debbie DeChinistso moved to accept the 2020 Annual Meeting Minutes without change. Ted Gault seconded, and the motion carried.

**Introductions of Board Members and the Office Manager**

President Zietlow introduced the current members of the board and the office manager.

**Election of Board Candidates 2021**

President Zietlow introduced Richard Westgard. Richard introduced the members of the 2021 Nominating Committee: Andrea Basalay, Gene Flynn, John Kness, and John Smith. The Nominating Committee unanimously endorsed Incumbent, Les Miller, Incumbent, Andrea Zietlow, and Candidate, Sheila Schwartz to fill vacancies on the ICL Board. Richard asked the members for a show of hands in affirmation of these candidates. Andrea Zietlow examined the show of hands and announced that they were elected. Andrea thanked Richard Westgard for chairing the committee.

**Recognition of Committee Chairs and Members**

Andrea Zietlow recognized and thanked the current committee chairs and members, by name, for each committee: Administrative Services, Events, Facebook, ICL Reads, Lecture Series, and Member Services. The Outreach Committee was combined into a new Outreach and Fundraising Committee. Program Development, Website, and the newer, Web Update Committee and the Zoom Team complete the group of volunteers.

**Recognition of Virtual Class Presenters and Committee Members**

President Zietlow recognized the difficulty of offering classes during this past year due to the pandemic. ICL members especially appreciate the 35 members who presented one or more virtual classes this past year. In addition, we've had many more members become involved on committees. Andrea thanked the chairs and the individual members of each committee and team by name.

**The State of ICL**

We have seen a large drop off in membership this year, due primarily to the pandemic. This resulted in a drop in revenue from dues collection. However, we are holding our own right now financially and are hoping to regain many of these members once we are able to return to on-campus classes. Andrea thanked all current members for their continued support through these challenging times.

**ICL Accomplishments**

ICL has had an amazing number of accomplishments this year, in spite of the pandemic:

a. **ICL Scholarship Award**

ICL awarded a \$500 scholarship to a pharmacy college student, Devan Herrera. This annual scholarship supports ICL's relationship with Roosevelt University and is awarded to a student with a special interest in senior healthcare issues. One requirement is that the award winner present a class to our members on an issue relating to senior health. Devan's presentation in January was '*Covid-19: The Facts and the Future.*'

b. **Piano Showcase**

A Piano Showcase will be held at Friendship Village on Friday, July 23 at 1:30 pm. Katrina Sudman and Vincent Catalano will present a Four-Hands Classical Concert. More information will be forthcoming.

c. **Committees**

i. **Program Development**

1. Offered 35 virtual presentations with the help of volunteer presenters.
2. Zoom classes occurred every Tuesday and Wednesday since May 12, 2020 with the assistance of Zoom hosts. The only exceptions were the weeks of Thanksgiving, Christmas, and New Year's.
3. ICL will continue offering Virtual Classes, but we will need more presenters.
4. Program Development partnered with the ICL Reads Committee to present the multi-day seminar in March '*2021: An ICL Space Odyssey.*'
5. A multi-day seminar was offered in June, '*Chicago: A City of Neighborhoods.*'

ii. **ICL Reads**

1. Selected the book, Rocket Men, for the 2021 'community read.'
2. 60 books were distributed to ICL Members in January.
3. Explored the triumphs and tragedies of 1968 via the ICL Reads! Facebook Group, January through April.
4. Worked with the Program Development Committee to present '*2021: An ICL Space Odyssey*' in March.
5. Facilitated two online book discussions in March.
6. Sponsored the '*Spaced-Out Thursdays Series*' to complement the themes of Rocket Men in April.
7. Hosted a 'Meet the Author' Event with Robert Kurson to complete the ICL Reads 2021 program in April.

iii. **Lecture**

1. Provided nine well-attended Zoom lectures.
2. Faculty from Roosevelt University were among the featured speakers.

iv. **Social Media**

1. 160 Facebook friends gained colorful highlights of ICL offerings.
2. Promoted member enrichment via a wide range of virtual offerings.

v. **Events**

1. Sponsored a Holiday Party via Zoom in which participants were able to share holiday stories, hobbies developed during the pandemic and other personal experiences, a trivia quiz and ugly sweater contest with prizes, and a Karaoke Sing-a-Long.
2. Currently planning a picnic BBQ at Twin Lakes on July 23 with games and prizes. This will be free to members in 2021.

3. Considering Chicago neighborhood tours to complement the recent Chicago Neighborhoods seminar.
4. Looking forward to ending the year with the Annual Holiday Party – hopefully in person.

**vi. Outreach and Fundraising**

1. Received donations of nearly \$4,000 from 33 members.
2. As the community opens up, this committee will take a more active role in spreading the word about ICL.

**vii. Web Update**

1. Launched the new website featuring new membership, renewal and donation options, online class registration, and easier navigation within the site.
2. Members have a secure site with an online payment option.
3. There is easy access to information, such as announcements, scheduled events, and guest speaker replay links, when available.
4. Quick and easy downloads for special events and program marketing materials.
5. Previews of exciting new events and special programs.
6. Use of Google Analytics to evaluate content and usage by current and potential members.
7. A new ICL logo and a 25th Anniversary logo were created.
8. Directions to register for classes on our new website will be sent out.
9. Andrea encouraged members to explore the website.

**Reopening of ICL**

- a. A Celebration Picnic is planned for July 23. Details will be released following this meeting.
- b. Limited Summer/Fall Intersession classes will be offered from August 2-26
- c. Registration will begin next week, on a first come, first served basis.
- d. Due to the limited number of classes, we ask that members register for one class the first week. After that, we will let you know which classes have room.
- e. In September, ICL will return to regular Fall Study Groups.

**Current COVID Restrictions (Subject to Change)**

- a. Members need to wear masks while in the building; however, will not need to wear masks in classrooms, with the door(s) closed.
- b. We will be able to use rooms at full capacity; however, Room 706 will no longer be available to us. We will be able to use Alumni Hall with tables and Room 126.
- c. You will have the option of answering a series of questions related to COVID on a computer at the main entrance OR you can use the “guest” option on the Roosevelt app and answer the questions prior to arriving on campus. Directions for doing so will be forthcoming. Paper copies will also be available to fill out ahead of time.
- d. Most importantly, in compliance with Roosevelt University’s protocols, members will need to be fully vaccinated to attend on-campus classes. The following directions for providing proof that you are vaccinated will also be included in an upcoming e-Blast.
  - i. Take a picture of your vaccination card and email that to Bob at [officemanager@iclru.org](mailto:officemanager@iclru.org).
  - ii. Scan your vaccination card onto your computer and email that to Bob at [officemanager@iclru.org](mailto:officemanager@iclru.org).
  - iii. Come to the Roosevelt Campus on either Monday, June 28 or Thursday, July 15. Bring your vaccination card and your ICL ID. You will receive an ID card sticker.

**President Zietlow's Closing Remarks**

President Andrea Zietlow concluded her remarks by noting it has been her honor and privilege to serve as President of the ICL Board. She has worked with outstanding and committed board members, committee chairs, coordinators, and presenters. As a result of everyone's hard work, ICL has had many accomplishments and this outstanding organization has continued to move forward even through the pandemic. ICL is truly a one-of-a-kind organization.

She thanked Bob Masterson, for his patience, guidance, and expertise in helping her to learn about all aspects of ICL. Andrea will continue to serve as the Chair of Program Development, and she will still be requesting proposals for more study group coordinators and intersession presenters.

President Zietlow thanked Sue Masterson for serving for eight years as Secretary on the Board.

**Question and Answer Session**

There was a brief question and answer session, mostly about the return to campus. Some of the details will be decided at the next board meeting.

**Adjournment**

Debbie DeChinistso moved to adjourn the meeting at 11:00 am. Pam Novey seconded and the motion carried unanimously.

Respectfully submitted by  
Susan Masterson, Secretary