

**Minutes**  
**July 16, 2012**  
**ICLRU Board of Directors**

**Present:** President Debby Miller, Vice-President Carol Keegan, Treasurer Don Carlson, Secretary Winifred Culkin Board Members: Sue Masterson, Kathie Newsted, Steve Novey, Dave Parks, Steve Wolf Committee Chairs: Sue Harty, Peter Marron

**1. Call to Order/Confirmation of Quorum**

Performed by President Miller

**2. Review and Approval of June Board and Executive Session Minutes**

Motion by Don Carlson, 2d Kathie Newsted, motion carried

**3. ICLRU Master Calendar Additions**

- a. September 11- Coordinators' Appreciation Lunch and Orientation, Chandlers 11a.m.
- b. September 14- Health Awareness Seminar-Alumnae Hall (not yet approved by the Board of Directors)
- c. October 6- White Pines Field Trip

**4. New Business**

- a. Field trip Approval—White Pines (October 6)  
Motion by Carol Keegan, 2d Sue Masterson, motion carried
- b. A summary of the recent ICLRU survey results will be sent to members.
- c. Ideas for funding parties and for offering more presentations of popular programs.

**5. Old Business**

- a. Discussion of Committees/Committee Chairs  
Don Carlson is close to completion of a new budget form for committee chairs. When everything is ready, he will be able to email the form in EXCEL. Bob Masterson will also have the new budget forms. The budget forms must be submitted to the Board no later than the Board Meeting before the event. Don will be sending letters to Committee Chairs, requesting their attendance at tutorials in the use of the new procedures.

There will be no advertising of events/trips/programs until the Board of Directors has reviewed the budget forms and voted for approval.

Carol Keegan will be coordinating meetings of committee chairs. Planning the dates for events will be among the topics.

Steve Wolf will let the Administrative Services Committee know about future dates for mailings.

Committee chairs who will be including food/drinks in their seminar/program/meeting at Roosevelt University may order directly from the food services manager at Roosevelt.

**b. DVDs**

The idea for a study group may lead to a request to borrow or purchase DVDs. There is an ICLRU lending library. Steve Wolf of the Program Committee is the person to ask about the purchase of DVDs.

**c. Fall Study Groups**

Steve Wolf will soon give the information to Bob Masterson for posting on the ICLRU web site.

**d. Appreciation Luncheon**

Scheduled to begin at 11 a.m. on September 11 at Chandlers.

**e. VP Paul Matthews of RU**

Told President Miller that he would like to expand Alumni Hall to seat 250 people for banquets, but it would cost \$1,000,000 and he would have to justify that enough people would use it before the expansion. Said that one entry door could be modified to open automatically.

**6. Adjournment**

Motion by Don Carlson, 2d Sue Masterson, motion carried.

Respectfully submitted,

Winifred Culkin, Secretary