

**ICL BOARD MEETING
MINUTES
June 14, 2022**

1. Call to order and confirmation of quorum
President Andi Basalay called the meeting to order at 1:03. All Board Members and Bob Masterson were in attendance. Guests included Debbie DeChinistso and Cindy Cochrane.
2. Approval of May, 2022 Minutes
Sheila moved to approve the minutes; Ruth seconded. The minutes were unanimously approved.
3. ICL Member Participation
Cindy brought up that many members would like to know when the organization started. Andi responded that we just celebrated our 25-year anniversary and that the organization began in June, 1996.
4. Welcome to New Board Member(s)
Andi welcomed Greg Patzer to the ICL Board.
5. Election of Executive Officers
The slate of officers for the coming year is:
President --- Andi Basalay
Vice-President --- Sheila Schwartz
Secretary --- Gene Flynn
Treasurer --- Bill Amster

Les moved to accept the slate of officers; John seconded. Andi asked if we can accept the slate as recommended. The motion carried. Andi thanked Andrea Zietlow for her years of service on the board, as President, and as Secretary.
6. Unfinished Business
 - a. Brief Review of Survey Committee findings
Andi Basalay referred to the information that had been presented at the Annual Meeting and indicated that a packet would be emailed to all Board Members. This will be further discussed at the July meeting.
 - b. Annual Picnic Update
John Smith reported that the actual invitation will go out tomorrow. The menu, catered by Mrs. C's, will include oven roasted chicken, Italian beef, Polish sausage with sauerkraut, coleslaw, soft drinks,

water, and iced tea. Dessert will be cookies and brownies. ICL has acquired a speaker system which will be used at the picnic. The game will be Left Center Right with prizes.

c. Program Development

Andrea Zietlow reported that 29 coordinators/presenters attended the Coordinator Meeting on May 23. This meeting was very well-received. Andrea thanked Andi Basalay for providing a delightful array of refreshments. Follow-up materials have been sent to those coordinators/presenters who were unable to attend.

Andrea then informed that Board that after the last Board Meeting, concerns had been raised regarding the handling of guests on Zoom for the *Taste of ICL*. The Program Development Committee discussed various options. Possible solutions are:

- When a member is registering a guest, they should provide the email address as well as the name of the guest. (This way ICL can follow up with the guests.)
- Guests are typically given a packet of materials including the trifold, Fall Study Group brochure, and the Admission Form. Bob has asked Richard Westgard to create a version of the trifold that can be viewed as a document. Once this is created, these documents can all be emailed to the Zoom guests. (On-campus guests will get these materials when they attend a presentation.)
- To get contact information from Zoom guests who did not previously register, two possible solutions were given:
 - The presenter could ask for all guests to identify themselves and give the names of their hosts (members who brought them to ICL). The hosts could then be contacted for further information.
 - The presenter could designate someone in the class as an assistant prior to the class. Guests would then type their information in the chat to just the assistant. The chat can be saved.

The Program Development Committee is also working on revamping the Study Group/Intersession schedule to allow for more 1-3 week presentations. Once the committee has a recommendation, this information will be presented to the Board.

7. New Business

a. Events

Sheila reported that 11 people attended the field trip to Cook, Cork, and Fork. All enjoyed it and learned from one another. Sheila hopes to do another field trip there later in the year.

The Events Committee has explored the possibility of an outing to a Cubs game. However, since the bus would have to park at Ashland and Irving Park, people would have to walk quite a distance to the entrance and then up many stairs to their seats. They would also have to use the stairs to get to the restroom. Tickets for the game itself would be \$40-\$50.

The Events Committee is having a lot of difficulty finding tours and bus companies. Many have gone out of business.

Board members suggested various possible field trips. These included: Cantigny, Sox Park, the Boomers, and the Botanical Gardens. Sheila is also contacting the Historical Society to find out about guides for Chicago neighborhood tours.

b. RU Update

Andi explained that Mablene's new role with RU is to acquire mergers with struggling small schools. She still plans to continue as liaison with ICL. Andi has had difficulty getting a response from the College of Performing Arts, but will continue to pursue this. Tasha was replaced by Camile.

c. Office Manager Update

For first time since ICL has returned to campus, there has been a problem with room conflicts. This is due to a lot of teacher training that was scheduled by the downtown offices. Bob has worked out the problems with the affected coordinators, and asked Andi to ask about fall enrollment. Andi and Gene will use 626 for break out --- across from 624. Bob is currently just asking for the dates that study groups/intersession presentations actually meet.

Bill brought up that our budget is predicated on 300 members; yet, we currently only have 264 members. Since we could lose about \$15-20K this year, he recommended another Path Forward type donations program. There was some discussion about this and it was decided that the Path Forward Committee would discuss this and come back in July with a recommendation.

8. Calendar Packet

Andi will talk to Sue to see if she is still willing to put together the calendar and financial packets.

9. Treasurer's Report and Financials Report

Bill Amster reported that the total assets at the end of May were \$149.4K, down from \$150K in April. Net income for May was a loss of \$142; thus far, in 2022, we have lost \$5,375. In May, dues were received from 19 renewals, 3 coordinators, and 1 new member. ICL also received \$35 in donations. Membership fell from 270 to 264. This is an all-time low for ICL.

10. Additions or Changes to Written Committee Reports

None

11. Other Business

Andrea asked if anybody is checking on why members are leaving ICL now that COVID is over. Andi said that she sends these people a note asking about this. Only a few have responded. Generally, the responses aren't anything we can control.

Other possible reasons were discussed including finances and the lack of handicapped parking close to the main entrance. Bob mentioned that only one person has addressed financial concerns. Andrea gave information as to what had been done in the past and what we intended to do before COVID hit. This should be looked into.

Andrea asked Gene to include information about Taste of ICL in his newsletter to potential members. This should include the Summer/Fall Intersession brochure which will be available the week of June 27.

Andi agreed to address building access/parking issues with Mablene Krueger at their meeting on June 15.

12. Additional Member Comments

There were no additional comments.

Next Meeting --- Monday, July 18, 10:00 a.m. on-campus in Rm. 704.

Ruth indicated that she won't be there; Les said that he may be in New York, but could attend via Zoom.