

November 20, 2023, ICL Board Meeting Minutes

Meeting called to order at 10:04 a.m. by President Gene Flynn

Quorum was established with the following members present: Gene Flynn, Sheila Schwartz, Andi Basalay, Ruth Sellers, Bob Masterson, Tom Gavigan, Bill Amster and John Smith.

Absent: Les Miller

Guest: Debbie DeChinistso

Unfinished Business:

Sheila Schwartz reported 12 members have signed up for Prairie Concert on 12/16. Eight members have signed up for Fiddler on the Roof on March 14 at Drury Lane. Eighty-Two members have signed up for the Holiday Party on 12/14 with a potential of 97.

2024 Budget:

Andi Basalay recommended a separate line item for scholarships at \$500 plus a separate line for board expenses at \$750. \$300 will be budgeted for Opportunity Fare in 2024. Membership and marketing will have their own line items in the budget at \$500 and \$2,000 respectively. Budget will be set at 300 membership level. Bill Amster noted budget is reasonable.

Bill Amster moved to approve the 2024 ICL budget as presented with the above modifications. Andi Basalay seconded, and it was carried.

Harper College Lifelong Learning

Gene Flynn and Andi Basalay met with Dee McConnel at Harper College. Their discussion centered on a possible cross registration marketing partnership with Harper and their Life Learning Group.. Tom Gavigan and Bob Masterson noted that ICL had worked with Harper on this program before, but it did not result in any new members. Gene and Andi will meet again with Harper representatives at a future date to further discuss possible opportunities and report back to the board.

Treasurer's October Report:

Total assets 155K

Net October income \$99

Income YTD \$1,851 up from \$1,755 at end of September

October donations \$650

End of October membership 277

The board discussed the publication of financial statements. No changes were made to the current policy. Members can request statements from Bob Masterson.

Revisions or additions to Committee reports:

Sheila noted that 11/28/23 is Giving Tuesday. So far nearly \$1,000 has been pledged with a goal of \$4,000.

Sheila is exploring a possible Chicago Westside tour in 2024.

Gene and Sheila with research updated the ICL trifold brochure for 2024. Debbie DeChinistso volunteered to help.

Other board comments:

Board recommended Bob Masterson to continue to post past and present member death notices.

Member participation:

Debbie DeChinistso said she feels a board member should attend memorial services for a deceased ICL member. After discussion, the board agreed this should be a personal decision made by each board member. Sheila recommended ICL send a card to deceased family members.

Addendum information from Program Development Committee:

Winter Study Group Proposals

We have 22 proposals for Winter Study Groups. Twelve are On-Campus only, 5 are Zoom only, and 5 are Hybrid.

Eat and Meet

Tuesdays and Thursdays have typically drawn about 6 participants; Wednesdays have not been drawing participants, so they have been cancelled for the remainder of the Fall session. No one has volunteered to help host the Eat and Meet sessions, so prior to the Winter Study Groups Andrea will contact people who have come on a regular basis to see if they would be willing to help out.

Hybrid Coordinators

There have been several instances in which the coordinator of a Hybrid study group could not hear the people on Zoom. When a Zoom participant tried to call the coordinator to let them know of the problem, the coordinator's phone was silenced. Therefore, we will recommend that coordinators of Hybrid study groups keep their phones on. (Hopefully, they won't get other calls.) It was also suggested that Andrea put the phone number for IT on the podium in the classrooms that we use.

Spring Coordinator Meeting

We began some preliminary discussions regarding the Spring Coordinator Meeting. Based on the evaluations from last year's meeting, the following should be addressed:

- Continue to invite new members.
- Provide and update of program changes as well as an opportunity for coordinators to provide input regarding these changes.
- Opportunities for coordinators to discuss various issues --- topics could be presented to Andrea ahead of time.
- Ask if attendees would like a study group on "Putting Together a Study Group" or assistance in some aspects of this.
- Provide handout on "Study Groups without Power Point."

Next Meeting

The next meeting will be Wednesday, January 3 at 11:00 a.m.

Item Agenda addition from Andrea Zietlow:

Pharmacy Scholarship: The student selected for the ICL \$500 Pharmacy Scholarship is Amal Abdelhalim. She will be presenting Medication Management and Guidance Using the 2023 Beer's Criteria Update on Tuesday, January 30 from 1:00-2:00. Andrea Zietlow will be attending the Awards Ceremony on Monday, December 11 from 1:00-2:00.

The meeting was adjourned at 11:40 a.m.

Next meeting is Monday January 15 at 10: a.m. on Zoom.

Respectfully submitted by John V. Smith, Secretary