

The Illinois Club Board Meeting Monday, August 29, 2011

- I. The meeting was called to order by President Sheila Krein at 7:15 pm at the home of Sheila Krein. Introductions of those present were made.

The following members were in attendance: Sheila Krein, Susan Haney, Mary Jo Thomsen, Patricia Simpson, Pat Davis, Sandy Camargo, Ann Chan, Jane Heaton, Sharon Michalove, Alma Bellafiore, Peri Ceperley, Carrol Finnigan-Bunick, Elisa Mustari, Sonia-Anna Cappello, Julia Schmidt, and Nancy Uchtmann.

- II. Secretary's Report - Nancy Uchtmann – The minutes of the May 23, 2011 were emailed and also distributed at the meeting. It was determined that the minutes that were distributed were not the most recent version, except for one copy that was available. It was decided to ask the Board members to approve, via an email vote, the newest version which was previously emailed and will be posted on the Illinois Club website. A motion was made and seconded to accept the minutes posted on the web, with the correction of adding Julia Schmidt's name to the list of attendees. The motion was approved. Sheila will send an email with the motion and a link to the minutes and ask for an email vote of acceptance.

- III. President's Report - Sheila Krein reported the results of the Executive Board vote to approve the recommendations of the Scholarship Committee for the AY 2012-2013 scholarship awards. A motion was sent via email to the Executive Committee on May 28 to approve the recommendation of the Scholarship Committee for the scholarship awards it would advertise this coming year. The following recommendation for AY 2012-2013 was approved on June 3: 1 Judith Life Ikenberry Fine Arts Award of \$3,250 (decrease from \$4,500), 1 Susan T. Haney Social Work Award of \$2,500 (increase from \$2,000), and 8 total awards of Make-A-Difference Awards and Isabelle Purnell Education Awards of \$2,000 each, which can be made in a combination of 3/5, 4/4, or 5/3 (not necessarily 4 of each).

Sheila also sought input about how to recognize newcomers and make them feel welcome. It was suggested last spring to mark the newcomer badges in some way so that members would recognize the newcomers and make them feel welcome. After discussion, it was decided that stickers could be placed on the sleeve of the badges of the newcomers. This method would allow the sleeves to be used again for new newcomers once the current newcomer has been with TIC for three years and is no longer considered a newcomer. Sonia-Anna, Hospitality, will take care of the nametags and Sheila will announce it in the email news before the Fall Expo.

- IV. Treasurer's Report – Patricia Simpson reported that the Audit Committee met on August 9, 2011. The audit committee found the treasurer's report to be in order. It was moved and seconded to accept the audit report. The audit report was accepted by unanimous vote. Patricia presented the financial report. Total dues collected to date for the 2011-12 year were \$3,803.21. A motion was made and seconded to accept the report. The report was accepted. Patricia then presented the proposed 2011-2012 Budget of The Illinois Club. The proposed budget is attached. Susan Haney asked that more funds be allocated for the

Big Ten Conference. Susan also asked that funds be allocated to hire OTRC, a consulting group made up of UI students. Ray Price is the faculty advisor for this group. It was decided to table approval of the budget until later in the meeting, after discussion of member recruitment and retention.

V. Position and Committee Reports

- a) Programs – Alma Bellefiore
 1. Alma reported that the Fall Expo has been organized and will be held at the Hilton Garden Inn. The meeting manager for TIC is Ann Chan.
 2. The Holiday Party will be held on December 8 from 5 pm to 7 pm at Clark-Lindsey Village.
 3. The Antiques Appraisal and Tea will be held on February 12, 2012 at the Urbana Civic Center from 1 pm to 3 pm. The room will cost \$200 and the appraiser, Matthew Peckham, will be paid \$100.
 4. The Scholarship Brunch will be held on March 3, 2012 at the Hawthorn Suites.
 5. The Spring Luncheon will be held on May 3, 2012 in the back room of Biaggi's Restaurant. Dr. Kathleen Conlin will be the speaker.
- b) Newcomers – This report was given by Sheila.
 1. The Newcomer's Football Tailgate will be held on Saturday, October 1 at Memorial Stadium.
 2. Other events were discussed. There will be a storytelling event at the home of Sidney Micek in late winter. Plans are being made to rent the Parkland Planetarium for an evening at a cost of \$250. Professor Donna Cox will be the speaker.
- c) Tours – Julia Schmidt reported that the Frank Lloyd Wright house tour in Kankakee will be on October 4. The bus can hold one wheelchair. Julia will also arrange two other Friday local tours during the winter and spring.
- d) Interest Groups – Carrol Finnigan-Bunick reported that she has met with most of the Interest group chairs. These chairs are preparing for the Fall Expo.
- e) Corresponding Secretary – Pat Davis reported on the cards she has sent.
- f) Membership – Sharon Michalove reported that the club had 161 paid members consisting of 50 couples and 61 individuals. She then conducted the raffle for a \$50 gift certificate to Silvercreek restaurant. The raffle participants were those members who renewed before June 30. Sheila drew the name of Shirley Walker and she will be notified as the winner. The membership of Debbie Karplus was approved by a unanimous voice vote.
- g) Newsletter – Peri Ceperley reported the Newsletter committee met in August and that a new printing company will be needed after December. Peri has checked with Fed-Ex Kinko's and the price would be \$4.00 per copy. She will check other vendors. The deadline for the next Newsletter is October 15. The next newsletter will be mailed about November 4.
- h) Scholarships – The report was given by Susan Haney.
 1. Publicity, sales, and member recruitment was done at the UIF Jungle Safari in May and at many Saturdays throughout the summer at the Market at the Square. Sales were much slower this year by about half of last year's sales, but we attracted several new members. Sheila requested the 40 names that were collected at the Jungle Safari. It was recommended that we continue participating in the UIF event when they hold it every other year, and that we consider continuing with the Market

- after they decide where the community groups will be located after the end of the season. This is the most cost-effective option, but a bit difficult to staff.
2. Susan recommended that some position other than scholarships should be in charge of this. That person would need to coordinate with scholarship sales, but the Scholarship Committee feels that this is not a scholarship series of events.
 3. The online application is being finished now, and we hope to have it up soon as well as have the Women's Resource Center update their website about our awards.
 4. Our students haven't received their money yet and we are working on that problem. Everything else is in order and ready to go.
- i) Publicity – Elisa Mustari and Jane Heaton. It was decided to trial an ad in the Krannert program for the fall semester at a cost of \$500. The ad first ran during the Ellnora Guitar Festival. Elisa suggested using E-week that goes out to staff and only takes 50 words. She also suggested using the Answer Book, the News-Gazette Community Calendar, the campus calendar, and the Daily Illini for publicity. Susan manages the TIC website calendar for our club.
 - j) Webmaster – Birgit McCall - Jane Heaton asked that interest groups tell Birgit of any changes or special events.
 - k) Big Ten Committee – Susan Haney reported on the Big Ten Conference at Purdue in June. Eight TIC members went to Purdue. We impressed the attendees with the PowerPoint presentation on what to expect when we hold the Big Ten Conference in Illinois, which will be held June 7 to 9, 2013 at the I Hotel. Susan and her committee continue to plan for this event and would welcome volunteers to assist. The Hogans have said that they will host at the President's House the opening reception, which we will have to do some cost-sharing for.

VI. Old Business

Constitution and Standing Rules – ad hoc Review Committee – Sheila reported that Board consolidation has been a Board agenda item for several years. Other issues were raised. Mary Jo noted the ban on advertising. No conclusions were reached. Thus, an ad hoc Review Committee will be appointed and will be composed of past presidents and other at-large members.

VII. New Business –

- a) Upcoming events –
 1. The Fall Expo will be held on Sept 12 from 4-6 pm. at the Hilton Garden Inn in the Illini Ballroom. Current members are urged to greet newcomers. Alma will do a survey during this Expo.
 2. All Employee Expo will be held on October 18 from 10 am to 2 pm in the Illini Union. At a later date, Sheila will request volunteers to staff the Club table.
 3. Student Volunteer Fair – this Fair will be held on Sept. 1 from 10 am to 2 pm in the Illini Union. Susan described this fair as a good place to tell students about our scholarships. Susan will work the entire time and do the set up and take down. Nancy volunteered to work the 10-12 shift and Sheila the 12-2 shift.
- b) Membership retention and recruitment. Sheila stressed that this is a constant issue. We will be trying new ideas this year, e.g., Alma will have a survey for members at the Fall Expo. We will identify newcomers on their nametags and ask members to make them feel welcome. To increase membership, Susan told of an opportunity to hire OTRC, a consulting group of UI students. She described what they could do for us at a cost of \$1,000 to \$2,000. Susan volunteered to donate half the cost of this project. If we are not satisfied with the results, we would not have to pay the fee. Elisa Mustari

volunteered her survey and data skills to help. Pat Davis reminded us that we will have to spend time to evaluate the recommendations of the consulting group. Sheila requested that this proposal be tabled. Sheila will ask the Membership Committee, composed of the Membership Chairs (Sharon Michalove and Sandy Camargo) and the Newcomers Chairs (Stephanie Price and Mary Hosier) to make recommendations about this proposal. Sheila asked for other volunteers to supplement this committee. Elisa volunteered to assist.

- c) Budget Proposal – Patricia Simpson moved that we tentatively accept the budget as presented with the understanding that once the membership committee makes a recommendation regarding the consulting group, we can include that expense in the budget. Susan seconded the motion and it passed unanimously. There was no other new business.

VIII. The next meeting will be on November 7 at 7 pm., location to be announced.

IX. The meeting adjourned at 9:15 pm.

Respectfully submitted,

Nancy Uchtmann, Recording Secretary

The Illinois Club Proposed 2011-2012 Budget

	2010-2011 Actual	2011-2012 Proposed Budget
REVENUES		
Interest (on CD & Savings)	\$ 76.35	30
Dues 2010-2011	6,238.19	8,400
Dues 2011-2012	2,848.21	
Product Sales (gross)	3,202.00	2,500
Events:		
Holiday Party	1,188.15	1,430
Winter/Spring		
Event	653.06	1,750
Scholarship Brunch	1,012.66	1,620
Spring Luncheon	744.65	1,000
Tours:		
Fall	780.00	1,650
Spring	-	-
Scholarship Donations Received	1,895.00	*
	<u>\$ 18,638.27</u>	<u>18,380</u>
EXPENSES		
Newsletters/directory	1,773.59	2,370
Publicity	793.60	900
Operations/supplies	979.77	1,200
Newcomers	60.99	450
Interest Groups	60.00	100
Archives	-	200
Big 10 Conference	3,361.43	1,500
Web Site	-	200
Inventory	1,161.50	1,000

Fundraising Incidentals	-	-
Sales Tax Arrears	399.00	-
Sales Tax Current	178.67	200
Events:		
Fall Expo	763.41	1,820
Holiday Party	1,134.97	1,630
Winter/Spring Event	612.50	1,500
Scholarship Brunch	1,403.31	1,700
Spring Luncheon	717.41	1,000
Tours		
Fall Tour	762.40	1,250
Spring Tour	-	60
Remittance of donated funds	1,895.00	*
Scholarship Donations to UIF	<u>4,287.57</u>	<u>1,300</u>
	<u>\$ 20,345.12</u>	<u>18,380</u>

Notes: Product sales less cost of inventory and sales tax will be donated to UIF.

*Whatever amount is received as scholarship donations will be remitted to UIF.