

The Illinois Club Board Meeting
Monday, April 2, 2012

- I. The meeting was called to order by President Sheila Krein at 7:15 pm at the home of Pat Davis. The following members were in attendance: Alma Bellafiore, Sandy Camargo, Pat Cardenas, Pat Davis, Sarah Gertner, Susan Haney, Jane Heaton, Mary Hosier, Marcy Joncich, Sheila Krein, Sharon Michalove, Elisa Mustari, Judith Robinson, Julia Schmidt, Patricia Simpson and Mary Jo Thomsen.
- II. Secretary's Report -- Sheila Krein for Nancy Uchtmann, who is in Texas. Sheila asked if there were any corrections or additions to the Jan. 30, 2012 minutes. There being no corrections, the minutes stand approved. Sheila asked for a volunteer to take notes and Jane Heaton agreed.
- III. President's Report - Sheila reported on the results of a vote put to the executive committee on February 14 requesting permission to award a ninth, i.e., an additional scholarship, this year to a student. Money was available for the \$2000 award from a combination of surplus UIF money at the end of this fiscal year and current donations. The vote was 4 in favor and 3 opposed. The scholarship was awarded along with the others at the Scholarship Awards Brunch. Those opposed did not object to the scholarship, but to the procedure since the executive committee earlier in the Club year had approved the recommendation from the Scholarship Committee to award and publicize 8 total Make-A-Difference Awards and Isabelle Purnell Education Awards of \$2,000 each. The Scholarship Chair is working on an amendment to the Constitution to clarify when and what monies are available for current year scholarships.

A few Board members met for lunch with Chancellor Phyllis Wise on March 13. She was interested in the Club and the scholarship program. She told us about the Illinois Access program and some Board members will meet with a representative of the program in a couple of weeks to see if it would benefit our program.

- IV. Treasurer's Report – Patricia Simpson presented the financial report - see Attachment #1. Patricia proposed that a small group write some Standard Operating Procedures for handling money. One complaint was that there have been problems with holding on to money too long. Alma Bellafiore, Sandy Camargo and Mary Jo Thomsen volunteered to assist.
- V. Position and Committee Reports
 - A. Programs – Alma Bellafiore reported on the Antiques Tea and the Scholarship Awards Brunch. The Spring Luncheon will be on May 3rd at Biaggi's with Kathleen Conlin as speaker.
The UI Student Volunteer Fair will be in Sept. We will participate.
 - B. Newcomers' – Mary Hosier reported that 50-60 people attended the planetarium event, including some very recent and potential new members.
 - C. Corresponding Secretary – Pat Davis sent one card. It was requested that she send a card to member Martha Alwes.
 - D. Newsletter – Susan Haney for Peri Ceperley reported that they hope to have the newsletter completed in a few days.
 - E. Publicity – Elisa Mustari presented information and asked how we might go about getting The Illinois Club to be recognized faster on a search on the UI website.

- F. Scholarships – Susan Haney reported that 11 awards were made to students at the Scholarship Awards Brunch. She is currently asking departments to publicize winners. She'll send news releases to hometown papers.
- G. Tours – Julia Schmidt reported that 42 people have signed up for the Equinox Tour and about half of those will be attending Montana Mike's restaurant afterwards. She asked about ideas for next year, including those in nearby cities. She also wanted to know if there might be interest in a *Devil in the White City* tour in Chicago.
- H. Big Ten—Susan reported that the I Hotel has changed its policies regarding payment that might affect our conference. She will look into this further. The committee will confirm our event in the President's house with new UI President-designate Easter, and plans to talk with Chancellor Wise about hosting an event.

VI. Old Business

- A. Ad hoc committee on membership retention and recruitment – Sheila for Kathy Marshak. The committee has developed a survey for current and lapsed members which will be going out electronically later this month. Elisa will look into how to mail it to those without email.

VII. New Business

- A. Proposed changes to the Constitution – Sheila reported that the ad hoc committee of Alma, Susan, Mary Jo, and Joy Thornton-Walter (a member and past president) met and discussed some concerns, surveyed the current Board and past Presidents in some areas, and started revising the Constitution and Standing Rules. There is a lot to clarify and possibly change, but it will take more time to make such broad and extensive recommendations. They plan to meet further and possibly hold discussions with the membership about changes. The Attachment #2 with the three proposed amendments, which were sent to the Board 14 days in advance of the meeting, were discussed.
 - 1. It was moved and seconded to change the titles of some of the Governing Board positions. These were explained and there was discussion. Alternative titles were suggested for some: Club Communications Chair instead of Publicity Internal, Publicity Chair instead of Publicity External, Reservations Manager instead of Registration Manager, and leaving Past President as is, not renaming it Immediate Past President. A motion was made, seconded and approved to accept the change to the motion. Then the following motion was put to a vote:

To change the titles of the following Governing Board positions of The Illinois Club throughout the Constitution and Standing Rules: 1st Vice President (Programs) > Vice President; 2nd Vice President (Newcomers) > Newcomers Chair; Assistant 2nd Vice President > Assistant Newcomers Chair; 3rd Vice President (Interest Groups) > Interest Groups Chair; Assistant 3rd Vice President > Assistant Interest Groups Chair; Publicity Chair, General > Publicity Chair; Publicity, Interest Groups > Club Communications Chair; Archivist > Historian; Hospitality > Reservations Manager; and Web Master > Webmaster.

The motion passed and this amendment will go to the membership for vote.

2. It was moved and seconded to remove the scholarship committee members, except for the Scholarship Chair and the Assistant Scholarship Chair, from the Governing Board. Some of the scholarship committee members did not even realize that they were board members. The following motion was put to a vote.

To strike the phrase “scholarship committee members” from the list of the appointed board members in Article IV, Section 1B.

The motion passed and this amendment will go to the membership for vote.

3. It was moved and seconded to change the composition of the executive committee, by replacing the corresponding secretary with the past president. The motion was explained. Discussion followed and it was moved and seconded to amend the motion to remove both the Newcomers Chair and the Interest Groups Chair from the executive committee since they would no longer be vice presidents, thus reducing the size from seven to five members. There was discussion about the advantages of a smaller executive committee. The amendment to the motion was approved. The following motion was put to a vote:

The executive committee shall consist of the president, vice president, recording secretary, treasurer, and past president.

The motion passed and this amendment will go to the membership for vote.

- B. Market at the Square – having a table at the farmers market is good for publicity and recruitment of new members, and for the sales of merchandise to benefit scholarships. The board concurs. This summer our table will be on the east side, a better position than this past year. As mentioned in previous meetings this year, the scholarship committee does not feel that they should be in charge. Following discussion, it was agreed that we would ask for a volunteer coordinator among our members. A notice will go in the newsletter and in the weekly emails to try to find a coordinator to organize and staff the table at the market. This coordinator can decide when we will be there and find members to staff it. Susan said that the Haneys can help with set up and take down most weeks.

- VIII. Next board meeting is a joint meeting with the retiring and the new board. It will be a potluck on May 7th at 6:30 pm with the location to be determined. The retiring board contributes a dish; it is optional for new board members.

Respectfully submitted,

Sheila Krein,
Recording Secretary Pro-tem

Attachment #1

The Illinois Club
2011-2012 Budget
Monday, April 02, 2012

| | 2011-2012 Actual | 2011-2012 Approved Budget |
|--------------------------------|-----------------------------|--------------------------------------|
| REVENUES | | |
| Interest (on CD & Savings) | | 30 |
| Dues 2011-2012 | 7,930.00 | 8,400 |
| Product Sales (gross) | 2,107.00 | 2,500 |
| Events: | | |
| Holiday Party | 1,020.09 | 1,120 |
| Winter/Spring Event (Tea) | 486.04 | 1,750 |
| Scholarship Brunch | 805.50 | 1,620 |
| Spring Luncheon | | 1,000 |
| Spring Luncheon 2011 | 18.00 | -- |
| Newcomers Black Holes | 115.00 | -- |
| Tours: | | |
| Fall | 3,444.44 | 1,650 |
| Spring | | - |
| Scholarship Donations Received | 451.00 | * |
| | <u>\$ 16,377.07</u> | <u>18,070</u> |

EXPENSES

| | | |
|------------------------------|---------------------|---------------|
| Newsletters/directory | 2,350.17 | 2,370 |
| Publicity | 647.85 | 900 |
| Operations/supplies | 588.44 | 1,200 |
| Newcomers | 398.49 | 450 |
| Interest Groups | 4.89 | 100 |
| Archives | | 200 |
| Big 10 Conference | | 1,500 |
| Web Site | 47.00 | 200 |
| Inventory | 139.25 | 1,000 |
| Fundraising Incidentals | | - |
| Sales Tax Arrears | | - |
| Sales Tax Current | 207.00 | 200 |
| Events: | | |
| Fall Expo | 2,061.43 | 1,820 |
| Holiday Party | 822.00 | 1,320 |
| Winter/Spring Event (Tea) | 383.67 | 1,500 |
| Scholarship Brunch | 1,171.45 | 1,700 |
| Spring Luncheon | | 1,000 |
| Tours | | |
| Fall Tour | 2,835.54 | 1,250 |
| Spring Tour | | 60 |
| Remittance of donated funds | 451.00 | * |
| Scholarship Donations to UIF | <u>300.00</u> | <u>1,300</u> |
| | <u>\$ 12,408.18</u> | <u>18,070</u> |

Notes: Publicity includes buttons, gift card, and Krannert ad. Product sales less cost of inventory and sales tax will be donated to UIF. \$300 for Scholarship donations is from Club in honor of Judy Ikenberry.

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

Attachment #2

Proposed Constitutional Amendments for discussion at the April 2, 2012 Board meeting:

1. **Title Changes of some Governing Board positions.** These name changes better reflect the duties of the position and make some of the titles less cumbersome. There currently, nor ever was an implied progression/succession with the vice president positions, except for the 1st Vice President. The following titles would change globally throughout the Constitution and Standing Rules:
1st Vice President, Programs > Vice President;
2nd Vice President, Newcomers' > Newcomers Chair;
Assistant 2nd Vice President, Newcomers' > Assistant Newcomers Chair;
3rd Vice President, Int Grps > Interest Groups Chair;
Assistant 3rd Vice President, Int Grps > Assistant Interest Groups Chair;
Archivist > Historian;
Tours > Tour Director;
Hospitality > Registration Manager;
Web Master > Webmaster;
Past President > Immediate Past President;
Publicity Chairs > Publicity External, Publicity Internal (we currently say Publicity, Interest Groups and Publicity, General in the newsletter)

2. **Removal of the scholarship committee members from Board, except for the Scholarship Chair and the Assistant Scholarship Chair.** Only the Scholarship Chair and the Assistant Scholarship Chair shall be on the board. Members of other committees do not serve on the board, unless they already have a title on the board, e.g., Treasurer on the Finance Committee.

Current text:

ARTICLE IV. GOVERNING BOARD

Section 1. ELECTED MEMBERS, APPOINTED MEMBERS, SUSTAINING MEMBERS

- A. The elected members shall be the executive committee (Article VI Section 1) and the assistant second vice president, assistant third vice president, assistant treasurer, membership/directory chair and assistant chair, newsletter chair and assistant chair, scholarship chair and assistant chair, publicity chairs, meeting manager, and budget chair.
- B. The appointed members shall be the archivist, tour director, hospitality chair, web master, and scholarship committee members. These members are appointed by the president.
- C. The sustaining member shall be the immediate past president of the Club.

Proposed Amendment (version if titles do not change):

Article IV. Governing Board

Section 1. ELECTED MEMBERS, APPOINTED MEMBERS, SUSTAINING MEMBER

- A. The elected members shall be the executive committee (Article VI Section 1) and the assistant second vice president, assistant third vice president, assistant treasurer, membership/directory chair and assistant chair, newsletter chair and assistant chair, scholarship chair and assistant chair, publicity chairs, meeting manager, and budget chair.
- B. The appointed members shall be the archivist, tour director, hospitality chair, and web master. These members are appointed by the president.
- C. The sustaining member shall be the immediate past president of the Club.

Proposed Amendment (version if titles change):

Article IV. Governing Board

Section 1. ELECTED MEMBERS, APPOINTED MEMBERS, SUSTAINING MEMBER

- A. The elected members shall be the President; Vice President; Recording Secretary; Treasurer; Corresponding Secretary; Publicity External; Publicity Internal; Meeting Manager; Chairs of Budget, Interest Groups, Membership, Newcomers, Newsletter, and Scholarship; Assistant Treasurer; and Assistant Chairs of Interest Groups, Membership, Newcomers, Newsletter, and Scholarship.
- B. The appointed members shall be the Historian, Registration Manager, Tour Director, and Webmaster. These members are appointed by the President
- C. The sustaining member shall be the immediate Past President of the Club.

3. **Add the Immediate Past President to the Executive Committee and remove the Corresponding Secretary.** This committee makes decisions and carries out the work of the Board. It would be advantageous to have someone with history and continuity on this committee. It's also best to have an odd number in case of ties. Often when filling the Corresponding Secretary position, a person new to the board or even the Club is asked to serve in this position to learn more about the Club and to send cards to members.

Current Text:

ARTICLE VI. COMMITTEES

Section 1. THE EXECUTIVE COMMITTEE

This committee shall consist of the president, the first vice president (programs), the second vice president (newcomers), the third vice president (interest groups), the recording secretary, the corresponding secretary, and the treasurer.

Proposed Amendment (version if titles do not change):

ARTICLE VI. COMMITTEES

Section 1. THE EXECUTIVE COMMITTEE

This committee shall consist of the president, first vice president (programs), second vice president (newcomers), third vice president (interest groups), recording secretary, treasurer, and immediate past president.

Proposed Amendment (version if titles change):

ARTICLE VI. COMMITTEES

Section 1. THE EXECUTIVE COMMITTEE

This Board shall consist of the President, Vice President, Immediate Past President, Recording Secretary, Treasurer, Interest Groups Chair, and Newcomers Chair.