

The Illinois Club Minutes, 8/27/2018

The Illinois Club Board met at 7:00 p.m. on Monday, August 27, 2018, at the Mahomet Public Library. Attending were Kathy Valdés, Julia Schmidt, Ann Campbell, Janice Hiland, Stephen Kolderup, Pat Cardenas, Linda Lopez, Lori Choquette, Mary Hodson, Kathleen Weibel, Sharon Grogan, Allan Penwell, Judith Robinson, Helen Valentine, Alice Taylor, and Cathy Jackson. The business meeting was called to order at 7:05 p.m. by President Kathy Valdés.

Board Reports

President, Kathy Valdés

Kathy called the meeting to order at 7:05 p.m. and welcomed the board.

Kathy announced that the Big 10 Conference will be held at the University of Indiana in Bloomington June 14-16, 2019. This is a good opportunity for networking with other similar organizations and picking up new ideas. We typically send two board members to the Big 10 Conference, usually the outgoing President and the incoming President.

For Publicity, Libby will bring business cards to the Fall Expo on September 4. There is an All Employee Expo October 18, and we need volunteers. We are no longer able to participate in the New Hire Resource Fair because of space constraints.

Vice President, reported by Kathleen Weibel and Helen Valentine

Kathleen has a pianist for the Holiday Party, and Helen is researching speakers for the Spring Luncheon.

Meetings and Events, reported by Janice Hiland

We are shifting times and days for events this year to try to accommodate more of our working members; weekday events will be later in the afternoon from 4:30 – 6:30 p.m. Luncheons will be on Saturdays.

Note: our costs to members may be increasing this year because we now need to include tax in our costs.

The Fall Expo – Tues. Sept 4 - Hyatt Place Hotel in downtown Champaign, 4:30- 6:30 p.m.

This event is no cost to members –we are picking up the whole cost as a club.

Last year the cost to the club was \$2429.26.

There were 65 attendees in 2018 and 112 in 2017.

We are currently planning for 90 this year.

This year we will come in at \$2093.20

The Holiday Party – Thurs Dec. 13 – President's Home, 4:30-6:30 pm

Anticipating 100 attendees.

We are holding costs at the same level as 2016. But we will need to plan for higher costs in future years, given that the President's Office now covers more than 50% of the cost and they would like to have it be 50/50.

Planning for \$1825 in Club expenses for 2018. Members \$18, guests \$23.

Scholarship Brunch – Saturday, March 2, 2019 at the I Hotel, 10:00 AM -12:00 p.m. – cost not yet set.

We have reserved the Alma Mater Room at the I Hotel, a larger room than last year.

We plan on the same menu as last year. We had 75 attending last year.

We won't know the costs for members and guests until we are a little further along in the planning process.

Spring Luncheon – Saturday, May 4, 2019 11:30 a.m. – 1:30 p.m. Hyatt Place Hotel, downtown Champaign \$20 member, \$23.00/guest

Last year cost was \$18/ member. Costs were higher in 2013 and 2014 for this event—\$21 at the Urbana CC and \$23/member at Illini Union Colonial Room respectively—so, our proposed increase is still within bounds.

Treasurer and Budget, reported by Allan Penwell

As of June 30, the balance was \$19,966.69, but this included almost \$3000 in dues for the next fiscal year. The net cash position is approximately \$17,000.

There was a loss of \$1260.18 for the year, mostly because the budget subsidized the three social events, a \$1000 contribution to the scholarship fund was budgeted as part of the U of I Sesquicentennial, and the fiscal year 2017 Spring Luncheon was paid in fiscal year 2018.

TIC has applied for a sales tax exemption.

There is approximately \$30,000 available to donate in scholarships. These funds are managed by the Universtiy Foundation.

For reimbursements, there is a form on the Board webpage. Also on that page are old minutes and agendas. Be cautious about items to be reimbursed, as they must be budgeted.

A list of memberships paid for the current fiscal year will be available to interest group chairs at the Expo.

The audit was done by the Audit Committee and we passed the audit.

The budget includes \$1200 for the upcoming Big 10 Conference, and allows for additional printing costs. Projected loss is \$927, which includes the Big 10 Conference allocation.

Jan Hiland moved, and Linda Lopez seconded, that the budget be approved. The budget passed unanimously.

Scholarships, report e-mailed by Sandy Camargo and reported by Ann Campbell

The Scholarship Committee met on 21 August 2018 to organize the scholarship campaign and to discuss procedures.

We agreed to offer 8 scholarships at \$3,000 each, since we have \$24,000 to spend, not including the Ikenberry, which this year is worth \$5,500.

We agreed to offer a Humanities Award this year, since our applicants tend to come from STEM majors in LAS, ACES, and the Business School. We will invite majors and minors in the Humanities to tell us how studies in the Humanities benefit themselves and their community. We decided to remove Creative Writing from the Ikenberry, since it was less appropriate there and would fit better in the Humanities Award.

In case people want to know which majors/minors may apply for the Humanities award: English, Philosophy, Religion, Comparative Literature, Cinema Studies, History, Classics, Art History, Communication, Anthropology, all foreign languages, all ethnic studies, and undergraduates in the I-School. Some students in these areas may orient their studies more toward social-science modes (according to the Associate Dean), but that would be apparent from their transcripts.

We will use BOX as storage and clearinghouse for student applications, since space is not a problem and the site is secure. The Chair will send the applicant a note, cc-ing the vetting committee member, who will check that the application is in her BOX folder and will communicate with the student about the status of their application, cc-ing the Chair. The purposes of this system are to avoid overloading the inboxes of the committee members, to protect students' privacy, and to ensure that no applications fall through the cracks.

The application will go live on 4 September. The application period will end on Saturday, 13 October, at 11:59 PM. The committee will meet on 7 November to review the ranked shortlist and decide on semifinalists to interview. Interviews will be held on 19 and 26 January.

Finally, we briefly talked about how to market our scholarships. The Chair will update the Club's scholarships page and will ask the English Department's adviser to send information to other advisers in LAS. The Chair has reached out directly to advisers in Social Work, the Business School, ACES, and Engineering. Anne Heiles will contact FAA. If anyone has other ideas, please let us know.

Membership, reported by Judith Robinson

The membership numbers are as follows: 176 total paid members including 49 couples renewals, 1 new couple, 73 individual renewals, and 3 new individuals.

One new couples membership and one new individual membership were submitted for approval because of no university affiliation. Ann Campbell moved, Lori Choquette seconded that these members be approved. Members were approved unanimously.

Judith requested that if clipboards were available, they be provided to interest group chairs at the Expo. The clipboards would include the list of paid members for the new fiscal year, and a few membership forms to facilitate people joining or renewing at the Expo.

Newcomers, reported by Linda Lopez and Sharon Grogan

Summer Newcomers events generated essentially no interest. The Monticello train event and the Krannert tour had no attendance. The ice cream social attracted one long-time member and a guest.

Members are Newcomers for two years, but perhaps people should be asked after a year if they want to remain on the Newcomers list.

It was suggested that smaller gatherings would offer better opportunities for Newcomers to interact.

Interest Groups, reported by Julia Schmidt

We had our organizational meeting on August 13, but perhaps in the future, it needs to be earlier. We were right up against the deadline for the newsletter.

There was great attendance – all but 5 interest groups were represented.

Everyone was handed a packet of information

I announced that we would no longer provide funds for candy at the Expo. No one ever asked for reimbursement, and it is not mandatory to provide treats especially since there is plenty to eat at the Expo anyway.

Groups were asked to provide photos to Janice Hiland for a slide show this year since she had kindly offered to put a slide show together. Hardly anyone had taken photos throughout the year, so there was not much encouragement that this would actually get accomplished. Next year, the IG Chair needs to present this early so IG coordinators have it in mind. For now, there are many photos in drop box and Janice was given access to that folder and will go ahead with the slide show.

Since it is confusing with titles – calling the overall person a chair and the heads of each interest group a chair, perhaps we should find a different name for one of them – like IG coordinator. The board members like the use of ‘coordinator’ but it is too late this year to change terms in literature that is already printed. Julia will mention this to the current IG leaders, so they can get used to the term and going forward, we can implement that change.

Looks like other chairmen are taking care of handouts for Expo. 1) pocket cards – so new members have information about looking things up on line – Libby has already had a bunch printed and they will be handed out at the membership table. Kathy will ask Libby to print 200

copies of the interest group descriptions for 2018-19 and these will also be passed at the membership table with extras given to each Interest Group coordinator. Kathy V. will also ask Libby to print 100 membership applications and Julia will make sure that each IG coordinator has at least 2 to take with them in case any new members want to join during the year. The applications will also be at each IG table at the Expo along with a current membership list (from the membership chair) so that visitors can check at the IG table to see whether they have paid or not, and this will hopefully eliminate duplicate payments.

All groups found a leader for the year, so no groups were cancelled. All of the signs are ready to be put on tables. Linda Fisher, co-chair, will help with the set up and the meeting managers confirmed that people can have access by 3:30 to set up. Julia will get that information out to all of the leaders who will be at their IG tables.

Tours, reported by Pat Cardenas

In mid-October, there will be a farm tour and seminar.

On December 4, there will be a tour of two historic homes in Decatur, the Oglesby Mansion and the James Milliken House. Transportation will be via carpooling.

Various payment options were discussed.

Communications, reported by Libby Johnston and presented by Kathy Valdés

E NEWS

- ◆ Returns to weekly beginning this Saturday, September 1
- ◆ Send any announcement/event information to communications@theillinoisclub.org
- ◆ Weekly deadline is Thursday Noon
- ◆ When submitting announcements, please keep it short. Refer to past E News issues on the TIC webpage for basic format

QUARTERLY MAILINGS (printed and sent by USPS)

- ◆ Timing based on the four all-club yearly events
- ◆ Estimated deadlines for content and mailing list
 - August Mailer (Expo) – done
 - November Mailer (Holiday party, December 13, announcement/registration) – deadline November 12; in the mail week of November 19
 - February Mailer (Scholarship Brunch, March 2, announcement/registration) - deadline January 28; in the mail week of February 4
 - April Mailer (Spring Luncheon, May 4, announcement/registration) – deadline April 1; in the mail week of April 8

INTEREST GROUP CHAIRS

Please send your meeting schedule and location information to Communications as soon as possible so that the club calendar on the TIC webpage can be updated for the new year.

In order to keep the calendar current, please include Communications@theillinoisclub.org on your interest group member email list.

Corresponding Secretary, reported by Alice Taylor

3 sympathy cards and one post-op get well card were sent.

Webmaster, reported by Mike Haney

No report this month.

Remember not to send all web-related information directly to Mike. Interest group information goes through Julia Schmidt, and other information goes through Libby Johnston. Ann Campbell manages e-mail address changes.

Old Business

None.

New Business, reported by Kathy Valdés

There was some discussion during the meeting of possibly updating the TIC Constitution. This issue will be revisited at the next meeting.

Please let one of the Vice Presidents know if there is someone you know who would like to serve on the board.

Linda Lopez motioned to adjourn, seconded by Stephen Kolderup. Motion carried unanimously. The meeting was adjourned by the president at 8:45 PM.

Respectfully submitted,
Cathy Jackson, Recording Secretary

The Illinois Club
Balance Sheet
As of June 30, 2018

	<u>Jun 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
Busey Bank	19,966.69
PayPal Acct	1.00
UIUC Acct - Carryover Balance	553.78
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Total Checking/Savings	20,521.47
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Total Current Assets	20,521.47
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TOTAL ASSETS	20,521.47
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LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Prepaid Dues	2,968.01
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Total Other Current Liabilities	2,968.01
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Total Current Liabilities	2,968.01
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Total Liabilities	2,968.01
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Equity	
Opening Balance Equity	18,813.64
Net Income	-1,260.18
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Total Equity	17,553.46
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TOTAL LIABILITIES & EQUITY	20,521.47
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The Illinois Club
Profit & Loss
July 2017 through June 2018

	<u>Jul '17 - Jun 18</u>
Ordinary Income/Expense	
Income	
Dues	6,206.96
Event Income	
Holiday Party	1,216.30
Scholarship Brunch	1,124.83
Spring Lunch	985.25
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Total Event Income	3,326.38
Tour Income	546.32
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Total Income	10,079.66
Expense	
Agenda (Printing and Mailing)	1,480.31
Event Expense	
Fall Expo	2,429.26
Holiday Party Expense	1,533.55
Scholarship Brunch Expense	1,574.75
Spring Lunch Expense	2,131.67
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Total Event Expense	7,669.23
Newcomers	78.69
Operations, Miscellaneous	45.00
Scholarship Gift Cards	179.43
Tour Expense	600.74
UI Sesquicentennial Scholarship	1,000.00
Website	286.44
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Total Expense	11,339.84
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Net Ordinary Income	-1,260.18
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Net Income	-1,260.18

The Illinois Club
Proposed Budget for FY 2019

	Budget
	FY2019
Ordinary Income/Expense	
Income	
Dues	6,000.00
Event Income	
Holiday Party	1,550.00
Scholarship Brunch	1,375.00
Spring Lunch	1,033.00
Total Event Income	3,958.00
Tour Income	500.00
Total Income	10,458.00
Expense	
Archives	50.00
Big 10 Conference	1,200.00
Event Expense	
Fall Expo	2,000.00
Holiday Party Expense	1,775.00
Scholarship Brunch Expense	2,075.00
Spring Lunch Expense	1,283.00
Total Event Expense	7,133.00
Newcomers	200.00
Operations, Miscellaneous	100.00
Printing	1,700.00
P.O. Box Rental	192.00
Scholarship Gift Cards	185.00
Tour Expense	500.00
Website	125.00
Total Expense	11,385.00
Net Income	(927.00)