

MODESTO INSTITUTE FOR CONTINUED LEARNING

BOARD MINUTES

NOVEMBER 13, 2019

CALL TO ORDER: President Dorothy Winke called the Board meeting to order at 3:07 p.m.

Board Members Present: Dorothy Winke, President; Roger Jackson, Curriculum; Richard Cato, Past President; Maureen Fuertes, Hospitality; Don Charette, Facilities; Diedre Bush, Field Trips; Louise Summerlot, Secretary; Hugh Brereton, Parliamentarian

MJC Members Present: Elizabeth Orozco-Wittke, MJC Manager, Community Education and Contract Services

Board Members Not Present: Dorothy Ford, Treasurer; Margaret Olson, Communications; Pat Williams, Public Relations; Ron Rutschman, Membership;

Motion was made by Richard Cato to approve the minutes as read and seconded by Dorothy Winke. Minutes were approved as submitted.

MJC REPORTS

Elizabeth Orozco-Wittke reported that the "MICL" sign has been ordered and will be coming soon. Some discussion ensued regarding the placement of the sign on the El Capitan Building as reflected in the photograph that was posted online. The proposed location on the south side of the building above the ramp and stairs into the building. Some board members felt the sign should be placed in a more visible location to the parking lot and entrance to the location. Elizabeth Orozco-Wittke explained the structure of the building would not support the sign. The walls are narrow and would not support the weight of the sign. The discussion was tabled until the sign is delivered and Elizabeth Orozco-Wittke has checked into the placement of the sign further.

CURRICULUM

Roger Jackson reported there are no current Curriculum issues. He also covered subjects that are being discussed and confirmed for upcoming sessions.

Roger Jackson questioned if it would be possible to place a small stove/oven in the MICL kitchen to be used for heating dishes that are brought in for potlucks. The reason there is not a stove/oven in the building is due to safety issues. There is a microwave in the kitchen that can currently be used for heating dishes.

Any interested MICL member may attend the Curriculum Committee to present subjects and listen in to discussion by Committee members on upcoming classes and

those that are proposed. The next meeting of the Curriculum Committee is Tuesday, December 3, 2019 at 3:05 p.m. in the MICL Office in the El Capitan Building.

PAST PRESIDENT

Past President, Richard Cato, stated he is continuing to work on selection of members to serve on the Nominating Committee for next year's officers. He also asked if any Board members would be interested in being nominated to repeat their current position. Members of the Nominating Committee will be in addition to Richard Cato, Judy Moore and Dorothy Winke are Rita Matthews, Marjorie Reis, Ron Rutschman, and Hugh Brereton.

PRESIDENT ELECT

Judy Moore reported she has met with the MJC Facilities Manager to schedule the Annual Luncheon in May in the ACE Pavilion Building. MJC will graduate its eligible students during the last week of April. It appears May 7, 2020 will be the date for the MICL's Luncheon. The board members discussed last year's luncheon and the vehicles that were parked in the area of our luncheon. Elizabeth Orzo-Wittke stated the vehicles will not be parking there this year. Judy Moore plans next to meet with the MJC Food Services Manager to discuss menu options and table settings.

HOSPITALITY

Maureen Fuertes reported she has nothing new at this time.

FACILITIES

Don Charette reported the lens for the Data Projector are in the Office Cabinet located in the visual/audio area of the classroom. MJC Facilities Department needs to be called to request maintenance personnel to install new lens. He reported they are normally very prompt about responding to a call. Also, in the kitchen area if a breaker needs to be replaced maintenance personnel need to be called to replace them.

Don Charette brought to the Board's attention that the recliner in the MICL office needs to be replaced with a lift chair. Don will check into the cost of the replacement and report back to the Board for approval to purchase.

FIELD TRIPS

Diedre Bush reported that the next trip for MICL members to the Roaring Camp Steam Train Ride Through Redwoods still has room for anyone wanting to go on the trip. Cost is \$45.00. The trip is on Saturday, December 7th. Members may invite family and friends to go as guests.

NEW BUSINESS

The video equipment that is being used in the classroom has been borrowed from Richard Anderson. MICL needs to purchase this valuable tool for its use in the classroom. Bruce Gallmeyer reports the cost is approximately \$600.00. He will report back to the Board next month the type, name and cost of the equipment for approval to purchase. MICL has funds available to purchase the equipment.

Motion was made by Richard Cato and seconded by Louise Summerlot to purchase a gift card in the amount of \$100.00 for Jim Codoni, Head of MJC Transportation Department, on his retirement. Motion passed as submitted.

Dorothy Winke, MICL President, and a quorum of Board members met with Vicki Morales, Coordinator, for the Young at Heart group at MICL, and Elizabeth Orozco-Wittke, Manager, Communication and Contract Programs in response to a memo that was written by Ms. Morales and directed to MJC Community Education rather than the MICL Board about issues with their use of the General Purpose room. Several solutions were discussed including moving to another room in the John Muir Building. After the issue was brought to the attention of Samantha Borba, Director of the Young At Heart Program, it was determined that Ms. Morales did not have authority to speak for the Program. Elizabeth Orozco-Wittke and Samantha Borba spoke, it was determined that the exercise group would use the room from 8:00 a.m. to 9:00 a.m. in the future.

There being no further business, a motion was made by Richard Cato and seconded by Roger Jackson to adjourn the meeting. Motion passed. Meeting was adjourned at 3:55 p.m.

The next Board meeting will be Wednesday, December 13, 2019, at 3:05 p.m. in the MICL Office Room . Any interested MICL member may attend the Board meeting to present subjects and listen in to discussion by the Board members.

Respectfully submitted by Louise Summerlot, Secretary