ICA Past Presidents’ Chapter Report to the ICA Governing Council Virtual Meeting, November 12, 2020
Respectfully submitted by Kris Sandra Wheatley, ICA Past President’s Chapter President
November 12, 2020

I. Division Connections
   ICA Past Presidents: Stuart Chen- Hayes – IAMC and ICSJ, Kevin Stouffer- IASGW, and Dale Septeowski, ICDA, and Scott Wickman, ISERVIC are serving as 2020-2021 division connections. Kris Wheatley is the division connection for ACACI. Sent several division connections communications to the ICA Past Presidents. Appreciate their support.

II. Dr. Marie Bracki is serving as IAADA’s president.

III. Updated Chapter Presidents’ Binder and reviewed bylaws and guidelines.

IV. Organizing and labeling extra ICA pictures for archives and potential scanning.

V. Submitted email corrections to the ICA office on ICA Past Presidents’ list received in October 2020.

VI. Appreciated Rachel Banick providing current ICA Past Presidents’ list for Nov. 2020, sending Microsoft word documents for the Executive Committee meeting and providing timely follow-ups and corrections.

VII. Contacted ISCA’s executive director and ICA’s Association Director, in writing, before the ISCA disaffiliation vote regarding record of sustained membership issue. Richard Longfellow, ICA Past President, ISCA Past President, and former ICA executive director articulated had not received any information from ICA or ISCA for the past fifteen years although his information he had updated with the ICA office. Accurate membership records has been systematically articulated to ICA, in the past fifteen years via reports to the executive and governing council meetings, emails, and phone calls.

VIII. Scheduled the ICA Past Presidents’ annual meeting for November 15, 2020 from 3:00-4:00 p.m. Emailed reminder, preliminary information and the ICA Past Presidents’ minutes from November. Thirteen RSVPs were received and forwarded to Rachel Banick Meeting link was sent to those ICA Past Presidents.

IX. Provided written reports for all executive committee and governing council meetings for the 2020-2021 governance year to date. Attended all required meetings.

X. Will work with LaCleta Hall to update the ICA Archives and History.

XI. Updated the ICA History for the ICA website.

XII. ICA History Recommendation
   A line item on each ICA budget entitled “Archives” is in our budget each year. Its purpose is meant for reviewing archives. There has not been an active “archivist” for the ICA for years. ICA Past Presidents’ have directed and entrusted me to update the ICA History. Allow this budgeted line item to be used for this purpose.

XIII. Executive Committee and Governing Council Minutes
   Often times, the ICA governing council and executive committee minutes have not included all attendees’, discussion, actions and sometimes includes misinformation. I have submitted written corrections to the ICA. I did not second “no reimbursement for travel to the ICA office.” At the February 29th Executive Committee meeting, I did not vote to travel to the ICA office without reimbursement. These executive committee minutes did not reflect my recommendation for the development of an ICA Leadership Handbook at the June 6th EC meeting, which I discussed. This resource would be available to all ICA persons involved in leadership positions. The last Leadership Handbook was created by Kris Wheatley for the 2003 Transition Meeting. The association director supports the review of ICA archives at the ICA office as well as providing pertinent ICA documents for updating ICA History at our governing council meetings, when we resume meeting in person. Finally, the June Executive Committee meeting minutes should have stated that the ICA Past Presidents’ Chapter directed and
approved Kris Wheatley to work on the task of updating the ICA History. I asked for the possibility of the ICA office adding additional ICA Newsletters and minutes from previous years (prior to 2007) to the ICA website. This request has been made numerous times, in my reports and verbalized at governing council meetings, but not always reflected in the minutes. Members in attendance at the June executive committee meeting stated that scanning ICA Newsletters would be a waste of the staff’s time. Hopefully, the importance of scanning newsletters onto the ICA website will be recognized. I agreed to review the website version of the ICA History, review documents that would be at a governing council meeting, and my personal copies of ICA minutes and newsletters. Rachel Banick and both agree to make sure the ICA history is reviewed and updated. The importance of adequately supporting updating the ICA History as well as the ICA website with newsletters and minutes has continued to be an ongoing work in progress for several years.

XIV. Recommendations for Discussion to the ICA Governing Council

A. Recommendations to the ICA- (GC) should be verbally, addressed, and discussed by the governing council. This practice supports dialogue and inclusion of all governing council members. The decision to read all reports on line prevents this process. Information in reports may require the discussion and dialogue of the governing council. Each executive committee member and governing council member has a right and responsibility to share their report information with each other. Lack of information for all governing council members’ leads to a governing body not fully informed as well as less adherence to ICA bylaws and policies.

B. Consider standing rules of procedure for Executive and Governing Board meetings.

C. Provide ICA documents, including the treasurer’s report and ICA Budget, at least one week in advance of all meetings so members can be prepared to discuss. As stated in several previous reports, time to review reports is necessary.

D. Orally highlight key points and issues of all executive committee and governing council members at each meeting. Leadership of all appointed and elected persons is vital to the successful culture and growth of our organization.

E. Provide Leadership and succession /transition plans for divisions, chapters, and regions.

F. Utilize the support offered from ICA Past Presidents in critical decision making.

G. Demonstrate respect and professionalism within the organization as stated in Section 2 Inclusion Policy of our ICA Bylaws.

H. Provide at least 1 CE for no cost to members. ACA is currently doing this for members and non-members. NBCC Foundation offers free webinars on a regular basis for NBCC members.

I. Provide reduced costs to all retired members for division conferences. Currently only ICA provides reduced costs for retired members, as articulated in my past reports.

J. All leaders need a level of prior grassroots and various ICA leadership experiences, with or without attending a leadership development academy. Experience can include serving on an ICA task force, committee, division, or chapter position for at least two years.

K. Midwest Leadership- provide results and evidenced based practices of sending people to Midwest. Provide database of all persons sent to Midwest in order to look at equity of people being sent and outcomes of ICA financially supporting people sent.

I truly appreciate the follow through with previous suggestions that have been implemented and wish all 2020-2021 governing council and members blessings.