

# IOWA READING ASSOCIATION

## Board Meeting Minutes

Pizza Ranch, Ames, IA

October 10, 2015

- I. The meeting was called to order by President Nancy White at 10:09 a.m.
  - II. Present: Nancy White, Deb Mortensen, Clark Goltz, Michelle Swanson, Megan Benson, Marlene Reece, Julie Ortner, Nancy Wright, Wendy Matson, Lois Van Houwelingen, Debra Wake, Heidi Stangl, Stephanie Laird and Rebecca Pashek
  - III. Additions to agenda: Deb Mortensen wished to add New Business d.) BBOB; Clark Goltz also asked that we add e.) FAST testing. Megan Benson approved the amended agenda and Marlene seconded. All were in favor.
  - IV. Julie Ortner and Megan Benson were appointed to read and approve the October 10, 2015 minutes.
  - V. Executive Board minutes from September 19, 2015 were approved as written.
  - VI. Zone Director Reports:
    - Zone A- Tammy Hoppe was absent, written report was submitted.
    - Zone B- Marlene Reece made magnets with the "Power of Reading" logo and save the date for conference 2016. Hardy has 61 members. Deb Mortensen was the presenter at their September meeting. Written report was also submitted.
    - Zone C- Julie Ortner has visited Eastern Iowa Reading Council (E.I.R.C.) and they have 95 members. There is some concern with the additional work required for graduate credit. She also shared that we need to be cognizant of whether a meeting location has Wifi. She plans to visit other councils in her zone in the future.
    - Zone D- Megan Benson reported that Quint County's second meeting will be in Storm Lake next Monday with Trish Sandbulte (The Book Whisperer) presenting. Quint has set some goals for the coming year and all are asked to help achieve those goals. Written report was also submitted.
    - Zone E- Rebecca Pashek reported Dallas County met at Barnes and Noble. The speaker told of new books. Stephanie Laird is a new member of the council. Boone-Story met at the Ames Public Library. They have a book study format. Written report was submitted.
    - Zone G- Wendy Matson shared that Midlands had their first meeting with Kathy Danielson on "Mentor Texts". Their second meeting will be held at an area winery. Their membership is 36 members.
    - Zone H-Lois Van Houwelingen told of Stephanie Laird speaking to Three Rivers Reading Council. They had a salad supper and have 17 members. Their book study is Steven Layne's book In Defense of Read Aloud. A written report was submitted.
    - Zone I- Renee Thomas sent a written report in her absence.
- President Nancy White asked that ALL council programs be on the website so we can visit area councils who have programs of interest to us.

#### Committee Reports:

1. Awards- all nomination forms are on the website and the chair of this committee is Kathleen Konrardy.
2. "Grow a Local Council" Grant- State Coordinator, Nancy Wright, presented the names of Jefferson-Van Buren and Dallas County as recipients of this first ever grant. She will fill out vouchers and asked that a member of the Executive board present these monies.
3. International Project- President Nancy has chosen "I Pour Life" and all information is on our website. Chair Kelly Neumann, will also write an article for each newsletter.
4. Long Range Membership Planning- Diane Bean, Director of Membership Development has designed a map of Iowa that has 5 regions. A regional director would represent their geographical region on the board making our board go from 8 active zone directors to 5 regional directors. In visiting with ILA contact, Nancy Gamble, she suggested we not change boundary lines at this time. ILA is going through a name change so we may need to wait for our changes. If we make this change, it will occur as each zone director's term is completed. This will be discussed again in January.
5. Merit Council- 6 councils received this honor last year. Chair Lois Van Houwelingen is looking for more applications this year.
6. Nominations Committee- Chair Megan Benson said that Vice President is always an open spot on our board. Debra Wake suggested that we ask our past presidents to possibly serve again. Nancy White wondered if we should change our secretary and treasurer's terms to 3 year terms rather than 2 year terms. Clark Goltz sent a plea to all local council presidents asking them for names of leaders from their area. Several suggestions for Vice President were Tammy Place (Wilton, IA), Jackie Swink (Burlington) and Julie Schuller (NWIRC).
7. Creative Writing and Poetry- Co-chair Rebecca Pashek, has new forms that are now located on the website. We have made a change that 2 people can write an entry together. We asked that the Creative Writing/ Poetry committee consider having an author meet with K- 5 winners and a different author meet with Grades 6-12 winners at State Conference, 2016. Suggestions included Nancy Carlson and Kenn Nesbitt for the younger students and Trent Reedy for the older students. Rebecca will choose the rooms and ask the speakers to limit their session to 30 minutes with the remainder of the time having the student winners read their entries.
8. Technology and Literacy- Renee Thomas was unable to attend but had a concern as several applications were received from winners last year. She also wondered if the deadline came up too soon. Several councils had not met yet to discuss the award prior to the application deadline. Renee will revise the guidelines and we will discuss this further in January. In the meantime, we will award repeat applicants as this was not clarified in the application.

#### VII. Officer Reports

- a. President's Report- Nancy White shared that conference presenter Todd Whitaker was cancelled last year due to his expenses. Nancy will attend a session conducted on October 19 at Dunkerton High School. In Literacy Today, page 44, UNI shared

their project entitled "Board Books". Deb Mortensen made a book of photos from the 2015 conference. The book was passed. Diane Bean and Nancy White attended the Social Studies conference. 170 attended. 17 exhibitors. Lots of attendees visited the Iowa Reading Association booth.

- b. President- Elect/ State Conference Chair's Report- Debra Wake and Heidi Stangl shared that Nancy Carlson is now presenting at the 2016 conference. Their local AEA will be the creator of all print materials for the conference. It was suggested that the program booklet be printed with Prairie Lakes AEA as they have the template and have printed this for us the past several years. Debra Wake shared an imovie that she has made promoting the conference. This will be linked to our Facebook page. We will be adding a line to our registration form that says "How did you hear of the conference?" It is our hope that this information will help us reach even more educators interested in attending.
- c. Vice President's Report- Stephanie Laird is inviting several Iowa authors to the 2017 conference. She will reveal her conference theme at our January board meeting.
- d. State Coordinator's Report- Nancy Wright is working with the International Literacy Association (ILA) but the transition has been a difficult one. 10 local councils have gotten their local council form to Nan at ILA so International has their contact information. All have received their Iowa Reading Association directory. Anne Drannon Small is leaving the Gateway Hotel and Conference Center. The Award of Excellence and Honor Council applications are now due in January, rather than November. Members of the board may be asked to write several things for the Award of Excellence. Nancy Wright will contact you if this is the case. Nancy Wright will also complete the vouchers for those councils receiving the second half of their Local Council Grant (\$125 for submitting memberships by the October 1 deadline and submitting their yearly program).
- e. Membership Director's Report- Diane Bean was unable to attend.
- f. Treasurer's Report- Michelle Swanson announced that all who attended the St. Louis International Literacy Conference this past July will be reimbursed their expenses. She has also sent Nancy White a list of outstanding checks. President White has contacted these people personally and will continue to do so. Director Pashek was grateful that expenses were reimbursed.
- g. Secretary/ Publications/ Correspondence Report- Deb Mortensen wondered if all received the Fall newsletter. She also developed a survey regarding members' views of the newsletter. 53 surveys were completed. The deadline is November 1 and one person will receive a \$50 gift card to Barnes and Noble. The results of this survey will be shared at our January Board meeting. Deb Mortensen also asked that those writing for the winter newsletter submit their articles (via Word document) by October 31. One item of correspondence, a letter from Daniel E. Jones, was read. He thanked Nancy White and Diane Bean for their contribution to the Iowa Social Studies conference. Next year the conference will be held on Thursday, October 16, 2016.
- h. Executive Director's/ Book Study Report- Clark Goltz shared that the book studies are now complete. 3 or more people may participate together. All assignments are

due May 16, 2016. Debra Wake thanked Clark for all his work on these book studies. Nancy White presented Stephanie Laird a gift for getting her officer report completed first.

#### VIII. Old Business

- a. Conference evaluations- 2015 conference chair, Nancy White, shared the percentages. 283 evaluations were received. She will contact Emily Kohl at Barnes and Noble regarding where they would like to be located in the exhibit area next year.
- b. Event Brite- We acquired \$3,000 in registrations last year being able to register online. We will continue with registration in this manner.
- c. Conference meals and prices were reviewed. Becky Pashek wondered if we could offer a "box lunch" to coincide with an "Author visit". This will be explored for the 2017 conference.
- d. Policy Changes for Bylaws, Policies and Procedures Handbook- Co- President- Elect Heidi Stangl, gave the rationale for changing several policies. Everyone needs to look at their role as an officer and/or director. Are things being done that our Bylaws, Policies and Procedures state? Restructuring our state board will change lots of things in this document. Debra Wake moved and Lois Van Houwelingen seconded the proposed policy changes. All were in favor. These changes will be made to the document and then sent to our webmaster for publishing.

#### IX. New Business

- a. Creative Writing/ Poetry co-chair Deb Saylor asked for clarification. As of now the application for an entry says that you must go through a local council. Marlene Reece made the motion and Debra Wake seconded the motion asking that the application be revised for the 2016-2017 council year as this form has already been given to educators across the state.
- b. Approval of second half of Local Council Grant- Michelle Swanson moved and Julie Ortner seconded that the councils that got the bulk of their memberships in by the October 1, 2015 deadline be given their funds. Nancy Wright will complete those vouchers.
- c. Iowa Reading Survey Results- The survey can be completed online and needs to be returned by November 1, 2016. Deb Mortensen will share the results of this survey at our January Board Meeting.
- d. BBOB- Rebecca Pashek "lost" a bag of books at the International Literacy Conference in St. Louis. Deb Mortensen, on behalf of the board, gave Becky another bag of books so she could share them with her grandchildren.
- e. FAST testing- Member Heidi Meyer is doing some research on FAST testing. A survey is being sent online to all members. Complete it in a timely manner.
- f. Miscellaneous- Clark Goltz will represent the Iowa Reading Association at a public hearing to be held at the Grimes Building on November 3, 2015 regarding: summer reading criteria. President Nancy White encouraged us all to promote the 2016 summer conference in other organizations that we belong to. Deb Mortensen gave all in attendance a bookmark.

#### X. Announcements:

- a. Board of Directors Meeting, Saturday, January 16, 2016, 10:00 a.m., Pizza Ranch, Ames (Snow Date January 23)
- b. Executive Board Meeting, Saturday, January 16, 2016 1:00 p.m. Pizza Ranch, Ames (Snow Date January 23)
- c. Board of Directors Meeting, Saturday, April 9, 2016 10:00 a.m., Pizza Ranch, Ames
- d. Executive Board Meeting, Saturday, April 9, 2016 1:00 p.m., Pizza Ranch, Ames
- e. Executive Board Meeting, Saturday, May 14, 2016, 10:00 a.m., Pizza Ranch, Ames
- f. Board of Directors Retreat, Sunday, June 26, 2016 3:00 p.m., Pizza Ranch, Ames
- g. Board of Directors Meeting, Sunday, June 26, 2016 5:00 p.m., Pizza Ranch, Ames
- h. Leadership Workshop, Monday, June 27, 2016, 10:00 a.m., Gateway Hotel, Ames
- i. Iowa Reading Association Conference, June 28-29, 2016, ISU, Scheman Conference Center, Ames, IA
- j. International Literacy Association Convention, July 9-11, 2016, Boston, MA.

XI. Adjourn: Debra Wake moved that the meeting adjourn at 12:04 p.m.; Wendy Matson, seconded; and the motion passed.

Respectfully submitted,

Deb Mortensen, Iowa Reading Association Secretary