

IOWA READING ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 5, 2014
PIZZA RANCH, AMES, IOWA

- I. The meeting was called to order by President Wendy Hammrich at 10:03 a.m.
- II. Roll call included: Wendy Hammrich, Deb Mortensen, Nancy White, Tony Pieper, Robin Brierly, Nancy Wright, Lori Vicker, Karla Bronzynski, Megan Benson, Rebecca Pashek, Wendy Matson, Brenda Nugteren, Renee Thomas, and Clark Goltz.
- III. Approval and/or Additions to the Agenda: The agenda as approved as written.
- IV. Appointment of Committee to Approve Minutes: Nancy Wright and Megan Benson volunteered to approve the minutes.
- V. Consent Agenda: Brenda Nugteren moved and Megan Benson seconded to approve the consent agenda items consisting of Board of Directors Meeting Minutes from January 25, 2014, written Zone Director Reports from zones A, B, C, D, E, G and written Committee Reports from Awards, Creative Writing and Poetry, International Project, Membership, Program, and Scholarship. Oral reports were given by Zone Directors H and I, Merit Council, Nominations, and Technology and Literacy Grant Committee Chairs. Motion carried. Clark revealed that the 2014 Award winners are the following: Celebrate Literacy Award-Marlys Lien, Administrator of the Year-Dirk Borgman, Iowa Service Award-Debra Wake, and the Iowa Reading Teacher of the Year-Karla Bronzynski. Renee Thomas reported that these three members will be awarded the Technology and Literacy Grant: Angela Holt and Joyce Tucker of Eastern Iowa Council and Lisa Denney of Jefferson/Van Buren Council.
- VI. Officer Reports
 - a. President's Report: President Wendy Hammrich completed the Concurrent Session Speaker schedule for the conference and gave the information to Deb Mortensen to put in the Conference program book. There are 10 sessions featured 3 times each day and are covering most grade levels each time.
 - b. President Elect/State Conference Chair's Report: Deb Mortensen gave an oral report updating Board members on the 2014 Conference. Councils are reminded that they need to furnish a door prize basket of items from their local area. Concurrent speakers have been contacted that their proposal has been accepted. Deb distributed a handout of concurrent session speakers, session titles and times. Each keynote speaker will be speaking twice during the conference. The "Conference at a Glance" page has been updated and color coded. There is now a "green" category referring to All Audiences. Deb has reinstated the Past Presidents' Reception and letters have been sent to all past presidents for which she had mailing addresses. Deb is also incorporating an Idea Smackdown. Deb revealed the large Iowa Reading Poster she created and had made for the International Reading Association Conference. It is durable and will be used for many future Iowa Reading events. Clark Goltz volunteered to transport the poster to New Orleans in May for the IRA Conference.

- c. Vice President Report: Nancy White will write letters of recognition for any Board member who requests that she send it to their supervisor(s) and to their local newspaper if they wish. The recognition form was sent out to Board members with the Board reports before the meeting. Discussion was held regarding t-shirts depicting Pete the Cat artwork for the 2015 Conference. Nancy will inquire as to designs and costs. The 2015 Conference Proposal Form has been developed and will be included in the 2014 Conference Program Book and will also be distributed at Leadership.
- d. State Coordinator's Report: Nancy Wright submitted a written report. Leadership Workshop will be held on Monday, June 23, 2014 at the Hotel at the Gateway Center in Ames. She has sent save the date postcards to local council leaders. She encouraged all Board members to respond to this quote for Leadership: "How do you stamp your passport with literacy?" and send it to her by May 15. She also reminded Board members to each bring 5 door prizes to Leadership. The Board will be having breakfast together in the morning before Leadership and are asked to help with decorating the room before Leadership begins. Board members are asked to document which local councils they visit during the year. Nancy has contacted International asking about the possibility of having co-vice presidents and she shared their response. Nancy reported that Iowa Reading has been awarded the Award of Excellence for the 24th year. Hardy and Eastern Iowa Councils have been named Honor Councils by International. Changes at the International level were also noted. International Reading Association is changing its name to the International Literacy Association. The 2nd IRA Council Leadership Academy will be July 10-13 in Tampa, Florida. IRA is moving the annual conference to summer in 2015 when it will be held July 17-20 in St. Louis.
- e. Membership Director's Report: Diane Bean submitted a written report. It was noted that she has visited every local council except for four of them, and she plans to visit them before the end of the school year. Clark Goltz reported that Iowa Reading has 717 members which includes 37 statewide members.
- f. Treasurer's Report: Robin Brierly gave an update on our current assets, CD's, and fixed assets. As of 3-31-2014 Iowa Reading had a total of \$126,649.52 in checking and savings and \$56, 493.79 in CD's for total assets of \$183,143.31. Robin reported that two of our CD's have matured and will be cashed in and mailed to Clark. The third CD will become mature in June. Clark will deposit the funds into our checking account and Robin will transfer it to our money market account upon receipt. The Board will discuss what will be the best way to invest the money by creating an investment plan.
- g. Secretary/Publications/Correspondence Report: no report
- h. Executive Director/Book Study Report: Discussion was held regarding developing three book studies for the 2014-2015 year. Robin Brierly and Clark Goltz offered to develop the book study questions. Further details was tabled until the Executive Board meeting.

VII. Discussion Items

- a. Approval of the July 2012-June 2013 Audit: Renee Thomas moved and Wendy Hammrich seconded to approve the audit report from Schroer and Associates. Motion carried.

- b. Financial Plan for Investments: Item was postponed to the Executive Board Meeting.
- c. Budget item 205.26 – Clerical assistance for conference: The expenses for this line item have gone over the budgeted amount. Robin Brierly moved and Deb Mortensen seconded to pay the overage amount for line item 205.26. Motion carried.
- d. Policy Changes for Awards Committee: The recommendation was to have February 14 as the deadline for all awards nominations so that it would be consistent with other committee deadlines. Nancy White will bring the policy changes to the May 3 Executive Board Meeting for approval.
- e. Proposed by-law and policy changes for the delegates' assembly: Deb Mortensen moved and Robin Brierly seconded that we bring by-law changes of allowing co-presidents, affirming dues for 2014-2015, and dates of our meetings to reflect current practice. Motion carried.
- f. Voting results for the Zone Director positions: Nominations Chair Megan Benson announced that elections have been held for the three open zone director positions. The results are Wendy Matson for Zone G, Lois Van Houwelingen for Zone H, and Renee Thomas for Zone I. There are two Midland Council members who have expressed interest in the vice president position if the Board decides to allow two people to serve as co-vice presidents. Deb Mortensen noted that the newly elected members will be invited to the Board Retreat and Board Meeting on Sunday, June 23. All of these positions will take effect on Wednesday, June 25 at the Board Meeting following the conclusion of conference.
- g. Clarification concerning conference registration and meal payments: Discussion was held concerning who qualifies for the conference discount. Clark clarified that it is only for 6 or more people from the same school on the same purchase order. It does not apply to local councils who are paying for members' registration. Deb Mortensen moved and Becky Pashek seconded we make a suggestion for a bylaw revision of Bylaw Article 11, Executive Committee, Section 1 Composition: The Executive Board includes the current past president. Motion carried. This bylaw revision will be brought to Delegates Assembly on June 24, 2014, for a vote. Robin Brierly moved and Renee Thomas seconded that Iowa Reading pay for the current past president's hotel room expense during Leadership and the 2014 Conference as a courtesy for his service. Motion carried.
- h. New grant possibilities i.e. funding author visits: Brenda Nugteren suggested that Iowa Reading consider the possibility of funding an author visit for struggling councils. No action was taken on this item at this time.
- i. Feasibility of electing co-vice presidents of Iowa Reading: Item was discussed earlier in the meeting.
- j. Leadership Workshop: Nancy Wright suggested that the policy regarding rooms for people who have a role at conference who are not Board members be compensated for their hotel rooms during conference. This would include the chairs of the following committees: Awards, Merit, Scholarship, Creative

Writing, and Poetry. They would be entitled to ½ of a room for Tuesday night as that is when the Awards Banquet is held. Bylaws Chair Nancy White will bring changes to our present policy to the May 3 Executive Board Meeting for discussion and approval.

- k. IRA Leadership Academy in July: This will be held in Tampa, Florida. State Coordinator Nancy Wright is willing to attend and represent Iowa Reading. It was noted that funds will need to be allocated to line item 101.01 to cover this expense (approximately \$1,000) when the new budget for 2014-2015 is developed.
- l. Creative Writing/Poetry Celebration – book purchasing: Deb Mortensen noted that purchasing books for the first place student winners has already been done.
- m. Zone Updating on website: Item was tabled until the June 23, 2014 Board Meeting.
- n. Miscellaneous: Renee Thomas noted that an online conference registration and membership option will be explored. Discussion will be held on this item at a future Board meeting.

VIII. Announcements:

- a. Iowa Reading Association Executive Board Meetings: Saturday, May 3, 2014 at 10:00 a.m. at the Pizza Ranch, Ames, Iowa
- b. International Reading Association 59th Annual Conference: May 9-12, 2014 at New Orleans, Louisiana
- c. Iowa Reading Association Board Retreat: Sunday, June 22, 2014 at 3:00 p.m. at the Pizza Ranch, Ames, Iowa
- d. Iowa Reading Association Board Meeting: Sunday, June 22, 2014 at 5:00 p.m. at the Pizza Ranch, Ames, Iowa
- e. Iowa Reading Association Leadership Workshop: Monday, June 23, 2014 at 10:00 a.m. at The Hotel at Gateway Center, Ames, Iowa
- f. Iowa Reading Association Conference, June 24 and 25, 2014, Scheman Conference Center, Iowa State University, Ames, Iowa
- g. Iowa Reading Association Board Meeting: Wednesday, June 25, 2014 at 5:15 p.m. at Scheman Conference Center, ISU, Ames, Iowa

IX. Adjournment: Renee Thomas moved and Lori Vicker seconded that the meeting be adjourned at 12:35 p.m. Motion carried.

Respectfully submitted,

Nancy White, Secretary Pro Tem
Iowa Reading Association