

IOWA READING ASSOCIATION  
Budget Hearing - Board Meeting Minutes  
Zoom Link: <https://zoom.us/j/457245520> August 5, 2017

- I. Call to Order: The meeting was called to order by Stephanie Laird, President at 10:00 a.m.
- II. Roll Call: Present via Zoom were Diane Bean, Barbara Carroll, Clark Goltz, Stephanie Laird, Julie Schuller, Heidi Stangl, Michelle Swanson, Debra Wake, Nancy Wright.
- III. Approval of the Agenda: Clark Goltz asked that we add VI (a) Update on the Corridor RC. Heidi Stangl (First), Julie Schuller (Second) on the motion to approve the agenda as presented.
- IV. Committee to Approve the Minutes: Julie Schuller and Michelle Swanson volunteered to read the minutes and submit them to Deb Mortensen, Secretary, for publication.
- V. Update on the ILA Transition: Clark Goltz and Nancy Wright updated the Board on the ILA. Clark contacted Avery Bredice, Chapter & Region Services Associate and made the following suggested changes in **bold** to the ILA State Limited Non-Group Affiliation Agreement. Her email response indicated that her “team and hope to return to you next week”. **We need to review and sign the agreement and return to ILA before August 28, 2017.**
  - a. Affiliation Agreement (4) Whereas the Parties desire to enter into this Agreement to outline their respective rights and obligations, to describe the relationship between the Parties, and to clarify the terms and conditions of the relationship, thereby formalizing their intentions to work together in achieving the shared purpose of providing programs and activities that further the **ILA and State Affiliate** Objectives.
  - b. Article I – Scope of the Affiliation: Common Purpose. The ILA retains the right to amend its mission statement at any time in its sole discretion and shall notify the State Affiliate in writing on such change. **The State Affiliate retains the right to amend its mission statement at any time in its sole discretion and shall notify the ILA in writing on such change.**
  - c. Article III – Association’s Obligations (Add the following to Article III)
    2. **Annual Report. ILA shall provide an annual report to the State Affiliate regarding its activities, revenues and expenditures.**
    3. **The ILA needs to agree to abide by all regulations imposed by the IRS related to public disclosure of information to the public including a copy of its annual information return and Form 990-T (if applicable) with the IRS.**
    4. **The ILA shall provide the State Affiliate with a membership report annually that includes the number of members registered and in good standing with the ILA. The reports shall provide information as of December 31st and June 30th. Reports must be provided within 45-days of the end of the applicable reporting period.**
    5. **ILA shall make its financial books and records available to the State Affiliate, and shall provide such financial reports and other information to the State Affiliate, as the State Affiliate may from time to time reasonably request.**
- VI. Budget Hearing: Michelle Swanson, Budget Chairperson, reviewed the 2017-2018 Iowa Reading Association Budget. Suggested changes to Projected Expenses included: 100 – ILA State Limited Non-Group Affiliation Agreement Fee - \$300, 100.1, ILA Staff Support –

Phone Calls, Emails - \$200, 100.2 – Participation in ILA Awards - \$200, 100.3 –Non-Profit Legal Fees - \$1000, 105.02 – Insurance, Bonds - \$1500, 105.04 – Office Phone/Equipment - \$700, 108.01 – Executive Board - \$1000, 108.03 – Zoom Video Conferencing - \$180, 111 – Vice –President /Future Conferences - \$150, 203.03 – Membership Refunds - \$400, 205.02 – Conference Printing - \$1700, 205.18 – Mileage/Conferences - \$300, 6560 – Payroll Expenses - \$950 . Diane Bean (First), Julie Schuller (Second) on the motion to approve the 2017-2018 Budget as revised and presented. Motion approved.

VII. ILA Vouchers: Julie Schuller (First), Heidi Stangl (Second) on the motion to approve the ILA Conference costs for Nancy White and Clark Goltz. Motion approved.

VIII. Adjournment: Julie Schuller (First), Michelle Swanson (Second) on the motion to adjourn the meeting at 10:45 a.m.

Respectfully submitted Clark Goltz, Secretary Pro Tem