

IOWA READING ASSOCIATION

Board Meeting Minutes

Scheman Center, Iowa State University, Ames, IA

June 24, 2015

- I. The meeting was called to order by President Nancy White at 4:30 p.m.
- II. Present: Nancy White, Deb Mortensen, Clark Goltz, Michelle Swanson, Megan Benson, Marlene Reece, Renee Thomas, Julie Ortner, Nancy Wright, Wendy Matson, Lois Van Houwelingen, Debra Wake, Heidi Stangl, Diane Bean and newly elected Vice President Stephanie Laird
- III. Addition to the agenda requested by Debra Wake- Regie Routman and leadership workshop, 2016 (New Business Item f). Megan Benson made a motion to approve the agenda; Lois Van Houwelingen seconded; the motion passed.
- IV. President Nancy White introduced new officer, Stephanie Laird.
- V. Nancy Wright and Renee Thomas were appointed to read and approve the June 24, 2015 minutes.
- VI. State Coordinator update- Nancy Wright shared that Dr. Donald Bear was sorry he missed being with us on the Tuesday morning of Leadership Workshop. She also discussed the half room rate for Leadership. Diane Bean moved that there continue to be one room per council. Heidi Stangl seconded. Marlene Reece amended the motion to include "all room reservations need to be made through the State Coordinator". All were in favor of the amended motion. Nancy also reminded us that all local and state officers need be members of the local, state and international associations. Diane Bean asked who we checked with to get each leader's international number. Nancy Wright does this as she completes our state officer report.
- VII. New Business
 - a. State President Nancy White presented the new state committee chairs. She has not chosen a chair for the International Project as she is still deciding which project to choose. Nancy will select a project this summer and then report to all of us what it is. She is open to suggestions.
 - b. Budget Committee Update- Treasurer Michelle Swanson discussed items that were in the "red" this past budget year. She reminded us to be fiscally sound. Each person involved in these overages tried to justify them. Our membership director, Diane Bean, plans to visit fewer councils. Debra Wake wants to know which conference line item is designated for conference 2016. She and conference co-chair Heidi Stangl will visit with Nancy White and Michelle Swanson regarding expenses for conference. Michelle then shared the proposed budget for 2015-2016. She discussed the changes and board members had an opportunity to ask questions regarding the budget. Debra Wake made a motion that we accept the proposed budget and Marlene Reece seconded the motion. All were in favor. Michelle and those that attended the Budget Hearing were thanked for their hard work.
 - c. Deb Mortensen, newsletter editor, shared some possible new columns for the newsletter. These included "Green is the New Black" (a column featuring literacy and the Earth/ecology) and several seasonal columns. She will prepare a survey of our members asking what articles they would enjoy reading in the Iowa Reading Association Newsletter. All regular columns are due to Deb by September 7 (Labor Day).

- d. Conference rates: Early registration will continue to be by April 1st, there will be a two-day registration only (even if only able to attend one day), \$150.00 for members (by April 1) and \$215 onsite, Retired teachers \$45 (by April 1) and \$55 onsite, college students \$25.00 by 4/1 and \$35 onsite. A motion was made by Renee Thomas and seconded by Debra Wake that we keep the rates for conference 2016 the same as those for conference 2015. Our webmaster, Cori at iroc will update the conference registration flier as soon as the cost of conference meals is confirmed.
- e. Review of future meetings: Meeting dates were set by President Nancy White. These are found in the announcements portion of these minutes.
- f. Co-President Elect Debra Wake shared that Regie Routman would like to do a leadership activity on Monday before the 2016 conference. She would like to meet with 25 people. Discussion was held. We will table this until our September meeting. The book study chosen is Read, Write, Lead by Regie Routman. Diane Bean asked if a coupon code would be offered through Stenhouse Publishing. The book study is for recertification credit only. Debra will check with Regie to see if we can adapt the various questions from her book. She will report at our next meeting regarding arrangements set with her.

VIII. Discussion Items:

- a. Conference Wrap Up- Nancy White was pleased that more conference evaluations were handed in. There needs to be a projector in the room where the Budget Hearing is held. The Barnes and Noble booth needs a different line for traffic to flow more smoothly. Those getting autographs were pleased with the author signing area. Candace Booth was helpful in assisting the various authors. The Tuesday night banquet needs to be rearranged so there is nothing blocking the podium and it needs more light. There were lots of presentation options for Middle School/High School educators. It was requested that we have more help at the registration area from board members. These are more comments will be shared after the evaluations have been tabulated.
- b. Bylaws, Policies and Procedures: Debra Wake and Heidi Stangl need to write the rationale for making changes by our September Executive Board meeting. It was suggested that the Past President serve as Bylaws, Policies and Procedures chair, rather than the Vice President as they know the document better. This decision was tabled and will be discussed at a future board meeting
- c. Miscellaneous items: 1.) Michelle Swanson has talked to the auditors at TD & T regarding our change to a possible May 1st-April 20th fiscal year rather than the July 1st-June 20th year we currently have. TD & T can help us with this. She and Clark Goltz will pursue this further. 2.) Diane Bean and Renee Thomas would like us to consider Skype/Zoom meetings, especially the winter board meeting. 3.) State Coordinator Nancy Wright reminded us that the International Literacy Association would like all officer reports completed by July 1, 2015. 4.) President Nancy White stressed that all Iowa officer and committee chair reports should be submitted to her (Word format) in a timely manner. We can't help councils if we aren't aware of their suggestions or concerns, She also would like to see all local council programs on our state website as soon as possible.

IX. Announcements:

- a. Executive Board Meeting, Saturday, September 19, 2015, 10:00 a.m., Pizza Ranch, Ames
- b. Board of Directors Meeting, Saturday, October 10, 2015, 10:00 a.m., Pizza Ranch, Ames
- c. Executive Board Meeting, Saturday, October 10, 2015, 1:00 p.m., Pizza Ranch, Ames
- d. Board of Directors Meeting, Saturday, January 16, 2016, 10:00 a.m., Pizza Ranch, Ames (Snow Date January 23)
- e. Executive Board Meeting, Saturday, January 16, 2016 1:00 p.m. Pizza Ranch, Ames (Snow Date January 23)
- f. Board of Directors Meeting, Saturday, April 9, 2016 10:00 a.m. Pizza Ranch, Ames
- g. Executive Board Meeting, Saturday, April 9, 2016 1:00 p.m., Pizza Ranch, Ames
- h. Executive Board Meeting, Saturday, May 14, 2016, 10:00 a.m., Pizza Ranch, Ames
- i. Board of Directors Retreat, Sunday, June 26, 2016 3:00 p.m. Pizza Ranch, Ames
- j. Board of Directors Meeting, Sunday, June 26, 2016 5:00 p.m. Pizza Ranch, Ames
- k. Leadership Workshop, Monday, June 27, 2016, 10:00 a.m. Gateway Hotel, Ames
- l. Iowa Reading Association Conference, June 28-29, 2016, ISU, Scheman Conference Center, Ames, IA
- m. International Literacy Association Convention, July 9-11, 2016, Boston, MA.
- X. Renee Thomas moved that the meeting adjourn at 5:17; Megan Benson seconded; and the motion passed.

Respectfully submitted,

Deb Mortensen, Iowa Reading Association Secretary