

Iowa Reading Association
Full Board Meeting
Sep 30, 2023 @Zoom

- I. Call to Order- The meeting was called to order by Tony Pieper, President at 10:15 a.m.
- II. Roll call: Nancy Wright, Soh Meacham, Tony Pieper, Heidi Stangl, Monaliza Chian, Julie Anderson, Diane Bean, Wendy Matson, Jill Swanson, Nancy White, Dawn Schechtman, Megan Benson, Dani Wagaman, Michelle Kruse
- III. Approval of meeting minutes ([June 21, 2023](#)): Julie Anderson made a motion to approve the minutes. Wendy Matson seconded the motion.
- IV. Approval and/or additions to the agenda: Dawn Schechtman made a motion to approve the agenda. Diane Bean seconded the motion.
- V. Appointment of Committee to approve minutes: Jill Swanson and Nancy White volunteered to be the committee to approve the minutes.
- VI. Regional Director Reports:
 - A. [Northeast](#) - Diane Bean
 - B. Northwest - Julie Anderson: Northwest hasn't done anything. If Northwest gets some memberships, Julie will just forward them onto Midlands like they did last year. Julie will send out an email blast asking if there's anyone willing to take over in some roles of leadership. If there is no one, by the end of this year, we'll have to make a decision whether we're disbanding or not.
 - C. [Southwest](#) - Wendy Matson
 - D. [Central](#) - Tony Pieper

We didn't hear anything from Three Rivers. Boone-Story doesn't have any officers. They are considering possibly dissolving and Tony encouraged Hannah Bain to check their bylaws and see what that process is. Tony also encouraged her to hold off at least for this year dissolving the council in case they could get it started back up again next year. They can send out an email blast to their members from last year that if they still wanted to be involved with the Iowa Reading Association, that Hardy Reading Council would be the closest council to them and they could send memberships to Hardy.

- VII. Committee Reports
 - A. [Awards](#) - Mary Pieper
 - B. [Budget](#) - Jill Swanson: We need to approve our budget. Jill asked if we need to have a signed contract with a social media person. \$500 use was approved for this purpose for Line 256 PUBLIC RELATIONS AND

BUSINESS LIAISONS. Dawn and Dani agreed to explore two different options. We discussed if we need to track 114 CHARITABLE DONATIONS in the income part. This is expense through the income part. \$600 was from last year. We leave it at \$500 and then above that would be a bonus. 114 CHARITABLE DONATIONS will be renamed as CHARITABLE DONATIONS/SUSTAINING MEMBERS DUES. Diane Bean made a motion to approve the budget. Julie Anderson seconded the motion.

- C. [By-Laws, Policies & Procedures](#) - Tony Pieper
- D. [Creative Writing: Short Story and Poetry](#) - Kari Straube and Dawn Schectman
- E. [International Project](#) - Tony Pieper
- F. Membership - Julie Anderson (see Director of Membership report below)
- G. [Merit Council](#) - Heidi Stangl and Wendy Matson
- H. Newsletter, Publications - Sohyun Meacham (see Secretary report below)
- I. [Nominations](#)- Nancy White
- J. Program - Megan Benson (see President Elect report below)
- K. Grow A Local Council Grant - Dani Wagaman: One we have is from Hardy. We need to vote to provide them with money. Dani will send information to Jill and Jill will do the voucher. Hardy isn't struggling as much as some other councils but they just would go ahead and apply for the grant. Nancy Wright mentioned that we wouldn't give the whole line item amount to one council. The budget for 301.02 GROW A LOCAL COUNCIL GRANT is \$400 and the introduction of it says that selected councils may receive up to \$250. Nancy White asked Tony what Hardy is planning to use this grant for. Tony answered that it would help pay for programming and expenses related to their creative writing celebration at the end of the year. Nancy made a recommendation to pay Hardy \$250. =====As there is only one applicant, we don't need to split the \$400. Diane Bean made a motion that we award \$250 to Hardy Reading Council for the Grow Local Council Grant. Jill seconded that. Tony abstained. All were in favor. Motion carried.
- L. Local Council Grants - Dani Wagaman: We have three councils. We do not need to vote for it. As long as they get the bulk of their memberships into Julie by October 1, they both receive the second half. They receive the first half at Leadership Workshop. And then they'll receive the second half. Nancy White expressed concern that councils facing challenges often fail to attend leadership workshops and subsequently do not apply for grants that could benefit their councils.

VIII. Officer Reports

- A. [President](#) - Tony Pieper
- B. Past President Report - Tony Pieper (grant. see President report above)
- C. [Pres Elect Report](#) - Megan Benson
- D. Vice President Report -
- E. [State Coordinator](#) - Dani Wagaman
- F. [Director of Membership](#) - Julie Anderson
- G. [Treasurer](#) - Jill Swanson
- H. [Secretary/ Publications/ Correspondence Report](#) - Soh Meacham
- I. [Executive Director](#) - Nancy Wright

IX. Old Business

- A. Approve election results for vice-president: Sohyun Meacham
- B. Approve election results for secretary: Monaliza Chian
- C. Fall membership drive - Julie Anderson: The total Julie has received so far is from 68 members. There are 19 sustaining members. That's from 3 councils. Two other councils have said theirs is ready to go in the mail.
- D. State-wide book study update - Nancy Wright: The course proposal will be written and submitted this week. Then we'll wait to get approval. We foresee that we can start at the end of October. Feedback was making it easier or simpler. But the course needs to meet the expectations from AEA.
- E. State-wide Google site for leaders/webcasts update - Dani Wagaman is providing support to the local councils in their programming this year.
- F. 2024 Iowa Reading Association/Iowa Association of School Librarians conference update - Megan Benson
 - 1. Keynote speakers- Megan Benson: Keynotes are all booked and confirmed. All contracts are going out. Currently they came in under budget.
 - 2. Session proposals - Tony Pieper: The session proposal form is finished. There will be a note about the \$5 registration fee increase at the bottom of the form. The proposals are due Mar 1. Megan will help Tony review those when they come in. In the spring, Megan, Michelle from IASL and Tony will crosscheck to ensure there are sufficient sessions for school librarians and not too many overlapping/conflicting sessions.
 - 3. Nancy updated the 2023-2024 Reading Conference contract with the Iowa Association of School Librarians keeping the same items in the agreement that they do not get financial reimbursement from any part of conference and that they are not asked to provide any

financial support. But we do ask them to actively help with concurrent session planning and securing speakers that would be of interest especially to librarians and they do receive discounted registration rates. Nancy will share the contract with Megan, Ron, and Michelle, and then ask for their electronic signatures.

4. Megan, Nancy, and Tony have been meeting once a month to do some planning for the conference. And they discussed increasing the rates by \$5 except for the retired rates which were left as is.

Approve conference registration fees

- a) Member (before April 25) - \$220, (after April 25) - \$245
- b) Nonmember (before April 25) - \$265, (after April 25) - \$290
- c) Retired (Before April 25) - \$65, (AFTER APRIL 25) - \$75
- d) Student - \$60
- e) Session speakers - \$130

Jill Swanson made a motion to change the registration fees as above. Wendy Matson seconded the motion. Motion carried.

5. Exhibitor rates will remain the same for the coming year.
6. Proposed conference schedule: People were wondering if there was a way that we could maybe end the day sooner. We are shortening it by an hour. We are cutting the exhibit time a little bit on the second day. Most exhibitors start packing around 2-2:30. We have to confirm with AEA regarding graduate credit hours.
7. Recertification laws are going to affect our graduate credit participants. Possibly it affected our local reading councils because we have people with master's degrees that did not join this year because they didn't need the credit.
8. Proposed room use at Scheman Building- Megan: We are going to have vendors on the second floor lobby. Lunch will be on the first floor. All rooms will be all concurrent sessions. And keynotes will be on the second floor. These are under the assumption that Benton is unavailable.
9. Lunch options-Nancy Wright: Nancy hasn't gotten to that point yet. We will go with the least costly lunch options as we can. Clark suggested it would be nice to have morning coffee and pastry both days. But it's likely only if we have enough registrations to build for it or if we have sponsors. Megan will look for a sponsor. Clark will do the license renewal next year. Cookies/pastries/brownies at Scheman are \$25/dozen. Michelle suggested that IASL will be able to sponsor a snack one of the days of the conference. The exhibitor

registration form on Eventbrite there was the option to donate \$500 for coffee and \$500 for snacks.

10. Creative Writing Celebration-Dawn Schechtman: They talked about going back to just doing one author and making sure the author was interactive with the children, as we have fewer older kids. Also discussed the same generic decoration that they can repeat year after year for easy set up. People email them regarding no local councils (e.g., Northwest, Boone-Story). The school has to have a member for them to submit. Midlands last year said they would accept the Northwest Iowa entries. Lauren Tarshis's husband mentioned that she could be the speaker. Megan is hoping that Lauren would still be willing to do that. The rooms that we would use for the creative writing celebration would be the same rooms for lunch. That way we're not losing any rooms that we would need for breakout sessions. We don't have to reserve more rooms to accommodate. We're trying to make sure that we're utilizing the space that we have and cutting back on some costs that way.
11. Eventbrite changes-Nancy Wright: If we just pay \$9.99 a year for our one event, that'll be a minimal cost to still do Eventbrite ticketing.
12. Iowa Reading Awards presentation/reception: We are still going to do the Iowa Reading Award presentations and reception like we did last year. For the most part, it seemed to work well doing it that way. The only comment who had been to previous award dinners when we actually had the full blown dinner. They felt they weren't getting the full treatment this year. We didn't have very good attendance at the dinners. We still felt that having a reception only gave you time to be amongst the Iowa Reading people and get some more conversation time and then still have time to go out with your family members if you wanted to. We should not ask for donations from the people who won or even from the councils.

13. Volunteer needed to facilitate renewal credit

G. Iowa Reading Association website updates or concerns

H. Miscellaneous

X. New Business

A. Possible 2025 annual conference venue change-Nancy Wright

1. [City of Cedar Falls proposal](#): Adam Bolander, in his role in Sales and Marketing for Cedar Falls, performs similar tasks to what the Ames Visitors Bureau does. Ryan is the actual event salesperson at this venue.

This is a hotel in Cedar Falls, A Holiday Inn that was built new in 2019 and it still looks pristine. They have been trying to get us over there to look at their facility for three years. They do not have nearly as many meeting room spaces though as the Scheman. We would save money. He figured out that it would probably save us \$5,000 or more from what we're currently paying to Scheman. There would be a nice big room for the keynotes. And that would be usable during the day also for a breakout. There are four good sized breakout rooms that can be set up to hold 60 people easily. And then they had three other meeting rooms that they could squeeze people in and probably get 30 into if we needed other rooms. So there will be 7-8 breakout rooms available. As per Tony's records, we have been running 6-7 breakout sessions, so the number of breakout rooms available in this venue will be sufficient. If a speaker is flying from O'Hare, they can fly into the Waterloo airport and the hotel would pick them up. If they're not flying in from O'Hare, they have to fly into the Cedar Rapids airport, which is an hour away. And we could arrange a van. It'd be \$300 a trip. Diane pointed out that in this part of the state we don't have the population density of teachers. There were a lot of teachers from Ames and Des Moines coming in. There is a place in Altoona, and a hotel by the airport in Des Moines. IASL had their conference at a hotel in West Des Moines. They are not as new as this venue in Cedar Falls, but that would be more in the central part of the state. Tony suggested that Soh Meacham will be the conference chair for 2025 and she is right there in Cedar Falls. That might be something to consider too. Nancy Wright suggested that the Cedar Falls convention bureau would also provide the same type of convention bureau support as the Ames group has, and they could do like the first evening, they could do a busing route to take participants in the conference down to the Main Street area, which has a lot of little shops and bars and restaurants, and they can shuttle people back and forth that opening night and they do that for free. Soh Meacham will meet Adam and Ryan to explore possibilities in Cedar Falls.

- B. Digitization of items from the secretary's filebox: Soh Meacham: We discussed whether we need to keep items that Soh inherited as the secretary. The board discussed that we don't need to keep materials older than 7 years. What's in the filebox are mostly older than 7 years. Soh would wait for one month to hear from any potential members who would like to take them. Diane Bean will get the the filebox from Soh at the EIRC meeting in November.

- C. Miscellaneous

- XI. Adjournment: It was moved by Dawn Schechtman and seconded by Diane Bean. All were in favor.

Announcements & Future Meeting Dates

Iowa Reading Association 2023-2024

Meeting Schedule

(all meetings via Zoom)

- **November 11, 2023: 10:00 a.m.- Exec Board only**
- January 13, 2024: 10:00 a.m.- Full Board
- **April 6, 2024: 10:00 a.m.- Exec Board only**
- May 4 2024: 10:00 a.m.- Full Board
- June 23, 2024: 4:00 p.m. Board Retreat - Location TBD
- **June 24, 2024: 10:00 a.m. Exec Board Only** and Leadership Workshop- Location TBD
- June 25-26, 2024: “ *One World, Many Stories*” Joint State Literacy Conference with Iowa Association of School Librarians -- Scheman Building, Ames, Iowa
- June 26, 2024: Full Board immediately after close of conference