

IOWA READING ASSOCIATION BUDGET HEARING

PIZZA RANCH – AMES, IOWA

AUGUST 6, 2018

- I. The meeting was called to order by President Julie Schuller at 12:37 p.m.
- II. Executive Board members in attendance included Julie Schuller, Stephanie Laird, Erick Schroyer, Nancy Wright, Michelle Swanson, and Clark Goltz. Nancy White also attended as a guest.
- III. Erick Schroyer moved and Michelle Swanson seconded to approve the minutes from the August 5, 2017 Budget Meeting and the minutes from the June 24, 2018 and June 27, 2018 Board of Directors Meetings. Motion carried.
- IV. Michelle Swanson and Erick Schroyer were appointed to approve the minutes from this meeting.
 - a. Michelle Swanson moved and Erick Schroyer seconded to approve the agenda as presented.
- V. State Coordinator Nancy Wright gave an update on the ILA Transition. Clark Goltz is working on the process of obtaining a new EIN number for the Iowa Reading Association. Local councils will be able to maintain their own bank accounts, but will need to change to the Iowa Reading Association EIN number. Local councils will be notified of this change in September.
- VI. Michelle Swanson, Budget Chair, reviewed the 2018-2019 Iowa Reading Association Budget.
 - a. Reimbursement for Expenses for Presidents-Elect Mary Daughetee and Kathleen Konrardy from attendance at the ILA Conference in Austin, TX in July is tabled until all the checks have been cashed from this summer.
 - b. Julie Schuller moved and Erick Schroyer seconded that Iowa Reading pay the Iowa Association of School Librarians \$40 each for their 38 members (\$1520 total) who attended our 2018 joint conference. Discussion was held. Motion carried. This amount will be an expense for line item #205.15.
 - c. Regarding outstanding vouchers: Erick Schroyer moved and Julie Schuller seconded that Iowa Reading pay one-half of the Scheman Conference Center bill (\$21,871), the International Literacy Association Affiliation fee (\$300), and Becky Pashek for reimbursement of author books from conference (\$260.56). Motion carried.
- VII. Moving Forward
 - a. University of Iowa Community Credit Union: President Julie Schuller was contacted by the credit union about a possible partnership. She will communicate with them more to find out details.
 - b. Much discussion was held about ideas to reduce our expenditures in the future and also to gain more recognition and exposure for the organization throughout the state. Executive Director Clark Goltz will create a sponsorship letter to send out to as many

Iowa companies as possible to gain financial support for our organization. Board members are to send any contact information for companies to Clark. Discussion was also held as to the possibility of cutting out the Leadership Workshop Day the Monday before Conference. The Board meeting would be held on Monday instead of on Sunday eliminating the need for hotel rooms on Sunday night. There are several possible ways that the information from the committees could be shared with the local council. Delegates' Assembly would then be held during Conference.

- c. Action Plan: Iowa Reading will pay for a ZOOM membership and more ZOOM meetings will be held in the future as a way to eliminate reimbursement for mileage. The budget for 2018-2019 was drafted and will be presented to the Board of Directors at the September 29th meeting for their approval. Attention was paid to reducing expenses to maintain the health of the organization. Michelle Swanson moved and Erick Schroyer seconded that the September 29th meeting be changed to include the entire Board of Directors at 10:00 and the Executive Board meeting will follow in the afternoon. This would then change the October 20th meeting to be an Executive Board meeting. Motion carried.
- d. Executive Director Search: President Julie Schuller will draft a description of the Executive Director position and will begin to advertise for this paid position. It was suggested that we advertise through email blasts, on our own website, and through social media. All inquiries should be sent to Julie Schuller. Julie will then create a job search team.

VIII. Adjournment: Julie Schuller moved and Erick Schroyer seconded to adjourn the meeting at 3:54 p.m. Motion carried.

Respectfully submitted,

Nancy White, Secretary Pro Tem for

Deb Mortensen, Iowa Reading Secretary