LIBRARY ASSOCIATION FOUNDATION
QUARTERLY BOARD OF DIRECTORS MEETING
March 2012 Minutes
Friday, March 23, 2012, 10:15 a.m.
Iowa Library Association Office | 3636 Westown Parkway, Suite 202 | West Des Moines, IA 50266

Attendance: Lois Blythe, Barb Corson, Denise Ballesteros, Susan Moore, Marlys Lien, Ken Jones, Tim Jones
Attending by Phone: Kay Runge, Mike Wright, Sarah Clendineng, Tom Kessler, Mary Heinzman, Linda Adams (joined at 10:24 a.m.)
Absent: Emily Weaver, Karen Davidson, Wendy Street
Meeting called to order by Barb Corson, President at 10:16 a.m.
Approve agenda: Accepted as proposed
Approve minutes of December 2, 2011 meeting as amended
Motion: Marlys Lien 2nd: Kay Runge Motion Carried

Action Items

1. Review and approve 2012 proposed budget as amended:
   * need to change amount for ESF Speaker Award to $5,100.00
   * concern expressed that we are showing more expenditures than income
   * we are showing a payment of $6,937.50 for the website which we haven't committed to yet
Motion: Tom Jones 2nd: Ken Jones Motion carried

2. Review and approve 2011 ILAF Annual Report tabled until next meeting

Correspondence

Donation from the Linn County Library Consortium going out of business gave us $1,355.30
ILA Leadership Development Committee has requested $5,000 for the Leadership Institute already budgeted for this expense

ILA Report

ILA Board – Mary Heinzman
Last year we had 400 attendees expect more this year
By-laws committee is working on the by-laws
Legislative Days March 7th even the Governor was present. Seemed receptive to ILA’s ideas
Conference Planning is going well. They have more members on the committees which has been helpful.

ILA Office Report-Denis

Denise needs to chat with Wendy to get our address changed for our investments and banking. PO Box is working well.

1. Committee Reports/Action Items
   1. Scholarship – Ken Jones
      Susan Lerdal Grant application form has been changed to offering two $250.00 scholarships. An
ad will be placed in the Catalyst, and a link placed on the website for the application. Deadline is September 1, 2012.

2. **Continuity – Susan Moore**
   - Manual Updates --Susan will be sending out manual updates
   - Trustee representative- still waiting to hear if we'll have a Trustee representative
   - Committee Assignments for 2012
     - Mary Heinzman will replace Lorraine Borowski on the Scholarship Committee
     - Barb will contact Emily Weaver concerning her committee responsibilities

3. **Budget & Finance – Wendy Street**
   - 2011 financial reports, 4th quarter and annual report--tabled until next meeting
   - Kay Runge suggested Tom Kessler meet again with Wendy
   - *Looking at perhaps soliciting bids to hire a financial person (DMS) to assist Wendy with getting up to speed*

**Fundraising – Mike Wright**
- $13,008 in hand with a total pledged of $20,000+ so far. We still need approximately $11,000 to meet goal though we're not quite through the first year of the campaign.
- We could ask people for smaller donations rather than making a 3-year commitment. Maybe doing a timed donation such as getting so many donations by a certain time like 100 people giving $30 each. Send an e-mail to update folks about the campaign and then offer the $30 thing.

**Auction – Marlys Lien & Linda Adams**
- Review of 2011 silent auction. $6,337.00 raised, 169 items donated, 38 were last minute, 92 items donated by exhibitors
- Mike reported that people didn't think that their was as much variety this year. We didn't seem to get anymore baskets from members by doing the contest. We will probably nix the contest for this year.
- Kay suggested we send thank yous to the vendors for purchasing raffle tickets and donating to the silent auction.
- It was a challenge and an opportunity using credit cards. The committee will need to work on the logistics. It was great to have the machine but the flow didn’t work very well. The people received their items before paying for them so they're trying to balance their stuff and wait in line. The committee will work on that.

4. **Raffle – Marlys Lien reporting in lieu of Emily Weaver**
   - Last year had someone willing to donate a quilt but withdrew it when they found out it wasn’t going to be part of the raffle.
   - The quilt was about 1/3 of the ticket sales vs. what people purchased for the iPad.
   - Vendors are more likely to purchase tickets for an electronic device vs. a quilt. We'll ask Emily Weaver to ask Karen Burns about donating quilt. If Karen doesn’t want to make a quilt, Marlys will contact others who have expressed interest.
   - 50/50 drawing as another idea
Committee will work on other ideas

Other business:
  - Review calendar for upcoming duties (Susan Moore)
  - Barb gets to notify ILA what has been budgeted.
  - Ken Jones will take care of scholarship information
  - Lois distributed minutes
  - Financial info submitted for the Catalyst

Meeting dates & location of meetings
  - June 8, 2012 at ILA office
  - September 14, 2012
  - November 30, 2012

Update on ILAF web pages - Denise will put the ILAF Handbook on the website.

Adjournment at 11:46 a.m.