Iowa Library Association Foundation Board Minutes
December 3, 2010
ILA Office, West Des Moines

President Emily Weaver called the meeting to order at 10:20 a.m.

Present: Barb Corson, Laurie Hews, Ken Jones, Tim Jones, Roy Kenagy, Tom Kessler, Marlys Lien, Susan Moore, Wendy Street, Emily Weaver, Mike Wright, and Dale Vande Haar. Lois Blythe and Sarah Clendineng arrived at 10:40 a.m.

Absent: Janet Adams, Linda Adams, Kay Runge, Sara Willeford, Amy Paulus, and John Teget.

K. Jones asked to change the agenda to show that Clendineng will make the distribution committee report. T. Jones moved to approve the amended agenda; Corson seconded the motion. The agenda was unanimously approved.

Introductions: Roy Kenagy was introduced as the Interim Office Manager for ILA.

Minutes were distributed by email prior to the meeting. Lien moved to approve the minutes; Corson seconded the motion. The minutes were unanimously approved.

Correspondence
None received.

ILA report
Willeford was unable to attend; Vande Haar made the report.

- Vande Haar presented certificates to Weaver for service as ILAF President, to Wright for being on the ILA conference local arrangements committee, and to ILAF board members for serving on the ILAF board.
- Vande Haar explained that Kenagy was hired to fill in at the ILA office during the transition period as Hews retires. Ellen Neuhaus is chair of the Personnel committee and is already at work on determining how to best fill the position. ILA will communicate with ILAF regarding our needs for the position.
- An exit audit will be conducted for the ILA office through Dec. 10.
- The Executive Board is considering capping speaker fees for the 2011 conference.
- The 2011 Legislative agenda will include a plank supporting teacher librarians. Senator McKinley is expected to introduce a bill to eliminate the current teacher librarian requirement in each school district.
- The Reorganization Plan will proceed as planned.
- Kenagy asked for patience and understanding as he learns the duties of the office.

Committee reports

Distribution. Clendineng reported:

- ILAF awarded two scholarships at the ILA conference: Sherry Lochass, University of Iowa, and Lisa Newgard, University of Northern Iowa.
- Scholarship recipients are expected to send a report to ILAF; K. Jones will follow up with them.
The Distribution committee will revisit the scholarship guidelines and make a report at next meeting.

Continuity. Moore reported:

- Manual updates will be distributed at the next meeting.
- Election of officers. Moore moved to approve the following slate of candidates:
  1. President: Corson
  2. VP: T. Jones
  3. Treasurer: Street
  4. Secretary: Blythe

  T. Jones seconded the motion; it was approved unanimously.

  Lien moved to elect the proposed slate; K. Jones seconded the motion; it was unanimously approved.

- At Large board members. Moore moved to approve Clendineng’s second term; Blythe seconded; it was unanimously approved.

- Corson pointed out the need to amend the ILAF bylaws to reflect that the Iowa Commission of Libraries has expressed their wish to not appoint a representative to ILAF board.

- Committee assignments. Corson will work with Moore to fill committee positions and present them at next meeting.

- A gift was presented to Hews to thank her for her service to ILAF.

Budget & Finance. Kessler reported:

- 3rd quarter reports were distributed (3rd quarter runs through Sept. 30, so doesn’t include the conference).

- Conference receipts: $6,277 from the silent auction; $5,117 from the raffle; $475 for the Naomi Stovall fund; $5,560 pledged to the 30x30 drive ($2,055 received).

- Kessler announced that the ESF amount for 2011 be $5,100 per our formula.

- Preliminary budget discussion: The budget will be presented at next meeting. T. Jones moved to transfer the unspent amount ($3,450) from the ILA leadership institute grant to the Naomi Stovall Leadership fund. Clendineng seconded the motion; it was unanimously approved.

- The Finance committee plans to invest some cash on hand in mutual funds before the end of the year. Kessler moved to invest $3,000 in each of the four mutual funds ($12,000 total), leaving about $15,000 cash on hand. Blythe seconded the motion. Discussion followed as to which funds have the best performance. The motion was unanimously approved.

Fundraising. Wright reported:

- The raffle was very successful. Tickets purchased were divided roughly 2/3 for the iPad and 1/3 for the quilt.

- 30x30 campaign: We have a good start, but need to plan for the coming years. Runge plans to contact former ILAF board members. An article in next Catalyst will list the names of those who jump-started the campaign. Wright will send a reminder to the ILA membership that now is a good time to pledge. Flyers will be sent to subdivisions that are holding spring meetings. A mailing after April 15 is being considered. Blythe volunteered to fold and stuff the mailing.

Auction. Corson reported:

- Proceeds were down slightly from 2009, perhaps due to record-setting raffle. Corson felt the
auction went smoothly and was well organized. Corson thanked all volunteers for their help.

- Weaver and Corson sent thank yous to auction donors for their donations and to let them know what their items brought.
- Baskets and electronic gadgets got the highest bids.
- Clendineng proposed a basket challenge for next year--recognition to the library that puts together the basket that raises the most money.

Other:
- Corson asked about taking action on members who do not attend meetings. Discussion followed about having some members attend via Skype.
- Corson announced 2011 meeting dates: March 11, June 10, Sept. 16 and Dec. 2. All meetings will be at the ILA office at 10:15 a.m.
- Calendar review: Committee annual reports are due to Weaver by the end of December. Weaver will create the annual report for ILAF.

Weaver declared the meeting adjourned at 12:20 p.m.