IOWA LIBRARY ASSOCIATION FOUNDATION
QUARTERLY BOARD OF DIRECTORS MEETING

Minutes

Friday, May 31, 2013, 10:15 a.m.
Diversified Management Services Office | 525 SW 5th Street, # A | Des Moines

Present: Marlys Lien, Barb Corson, Sarah Willeford, Wendy Street, Lois Blythe, Karen Davidson, Karen Burkett-Pederson, Mike Wright, Tim Jones, Susan Macken, Linda Adams

Absent: Ken Jones, Emily Weaver

Present via conference call: Sarah Clendineng, Susan Moore, Brandie Ledford

Meeting called to order at 10:20 a.m.

Approve agenda
Agenda approved as presented.

Approve minutes of March 22, 2013 meeting as amended

Motion by: Linda Adams Second by: Tim Jones Motion carried

ILA Report
ILA Board – Sarah Willeford
Governmental Affairs still waiting for Governor to sign budget which includes $500,000 for Iowa Library Services, $150,000 for Learning Express through Iowa Workforce Development, $250,000 for technology, and $350,000 Enrich Iowa

Honey Creek & Kirkwood are locations being considered for the Leadership Institute.

The Ad Hoc Committee regarding Membership Dues will recommend a dues increase which will be brought to the membership in October.

Committee Reports/Action Items
Scholarship – Sarah Clendineng
No Report. Deadline for scholarship applications is September 15. Ken will be sending info to the University's soon.

Continuity – Susan Moore
Manual Updates
Updates were sent via email.
Still working on getting the manual online.
Budget & Finance – Wendy Street

1st Quarter Financial Report, January-March
Financial Report accepted as presented

Mutual Funds have all been sold and the money moved to the Community Foundation. All of the interest at this point is being rolled back into our fund.

Community Foundation update
The Community Foundation suggested we set-up an additional fund. The Endow Iowa Fund allows a special tax credit for people who donate: they can get an extra 25% tax credit for the donation. If we should dissolve, the money in this fund is not given back to us though we’re not sure where it goes. Wendy will ask the Community Foundation to explain exactly what happens to the funds in the Endow Iowa Fund.

Wendy has set-up an online account at US Bank so we can move funds directly to the Community Foundation.

Sub-Committee report about the Tillson Scholarship Fund
Originally a gift of $10,000 to be used for a Scholarship to a University of Iowa Student. The Scholarship has been increasing through the years from $500-1,500. The interest has been from $600-2,000 and donations from individuals have been around $50-100. The total interest earned has been $11,000 and we've given $9,000 in scholarships. The fund has continued to grow. The recommendation is to not change anything. At this point we are not depleting funds, the fund is growing.

Fundraising/Raffle – Mike Wright

Raffle: Board members need to send their donation for the raffle prizes by June 15. It was suggested to purchase a Keurig type coffemaker and a techie device.

30x30x3 Campaign
Kay Runge will be chatting with corporate donors while she is in Chicago at ALA. We have $18,000 in hand and this is the last year for the campaign which will end December 2013.

Auction – Marlys Lien & Linda Adams
Purchasing clipboards for the bid sheets was cost prohibitive. It was suggested to look into cutting our own Plexiglas and making our own clipboards, however, we won't need clipboards if we only have a two page form versus three page form. Had problems with seeing what was written on the third copy. After much
discussion it was decided to stay with the three-part forms and Tim Jones offered to make Plexiglas boards for the bid sheets.

Where will bid sheets be printed? In the past the ILA Office found a printer for us. Barb will ask DMS to find a printer to print the 3-part Auction Bid forms.

Motion to approve the expenditure up to $1,500 for forms and clipboards made by Barb Corson Second by: Mike Wright Motion Passed

Label printer for raffle tickets- Mike reported most can make a label small enough to fit on the tickets. Probably between $30-40 per/printer will suffice. Marlys Lien motions to purchase one label printer to test it out Barb Corson Seconds Motion carried

Other
Review calendar for upcoming duties (Susan Moore)
Wendy will get Gambling License
Fundraising committee get info to the Catalyst
Treasurer renew bond
August 1 is deadline for scholarship winners to report on their experience
September 15 is due date for scholarship applications
Vendor contact list for auction will be emailed to us

Progress report: By-Laws and Manual Subcommittee
Proposed changes to Board membership as outlined in the document sent by Barb Corson. Trying to get away from appointments by divisions that don't want to appoint anyone to the Board. Barb is working on getting the Board manual online.

Generic online registration form for Committees and Subdivisions
Six sub divisions use online registration now and pay for their own. Three others would like to use online registration but can't afford it. ILA gets charged by DMS for registrations so it might cost less to pay DMS to develop the online form. Sarah Willeford will take this to the Executive Board and indicate to them that we are willing to pay for the online form.

1. Adjournment at 12:12 p.m.

Upcoming meeting dates:
September 13, 2013
November 15, 2013