MEETING MINUTES
Iowa Library Association Foundation Board

September 12, 2008

Pleasant Hill Public Library

President Emily Weaver called the meeting to order at 10:15 a.m.

Present: Kay Elliott, Barb Rardin, Emily Weaver, Larry Koeninger, Tim Jones, Susan Knippel, Laurie Hews, Maeve Clark, Dale Ross, Tom Kessler, Ellen Neuhaus, Susan Lerdal, Wendy Street.

Absent: Ken Jones, Marilyn Raska-Engleson, and John Teget

Agenda: Three additions were made to the agenda.
1. Under Committee Reports, Distribution, added item i. Committee member needed.
2. Under Committee Reports, Distribution, added item ii. Scholarship rules.
3. Under Committee Reports, Continuity, added item iii. ILA contract.
Weaver declared the agenda approved as amended.

Minutes: The spelling of Susan Henricks’ name was corrected on p. 4 of the minutes. Weaver declared the minutes approved as amended.

Correspondence: Weaver presented a letter from Suzann Holland resigning her position on the ILAF board. Kessler moved and Ross seconded to accept the resignation. Approved unanimously.

ILA Report
Neuhaus reported:
• Progress on the ILA conference: the program is available online, the conference hotel is full so Holiday Inn has been selected as the overflow hotel; there will once again be an orientation for incoming subdivision chairs; conference packet will include a sheet to facilitate donations to libraries damaged by floods
• 2009 Legislative Agenda has been approved by the ILA Executive Board and will be on the conference Business Meeting agenda.
• Leadership Institute was held at St. Ambrose College.
• Neuhaus is making progress with 2009 ILA committee appointments.
• ILA annual planning meeting will be Nov. 7 at the Johnston Public Library
• ILA thanks ILAF for the $750 for office equipment for the ILA office. Hews has purchased the digital camera. The phone has not been purchased but Hews reported that she expects it to be under budget.

Kessler asked whether some conference speakers could be taped for viewing by members who cannot attend the conference. Hews reported that speaker contracts don’t cover this possibility. Ross asked about pre-registration numbers for the pre-
conferences and Hews reported that there is sufficient registration for all pre-conferences to be held.

Distribution
Neuhaus reported:

• After prompting from Neuhaus, thank you letters were received from last year’s scholarship winners (Noelle Sinclair and Shannon Mc Clintock Miller). Copies were emailed to the ILAF board and hard copies distributed at the meeting.
• Six applications have been received for this year’s Tillson scholarship.
• No applications have been received from UNI, but Neuhaus expects to receive one today (9/12/08).
• The Distribution Committee is short one member. The board expressed confidence that the remaining two members could carry out the duties of the committee.

There was discussion about what to do about the lack of applicants from UNI, including extending the deadline, not awarding a scholarship this year because the minimum of 3 applicants has not been met, or reviewing the one expected application and awarding the scholarship if appropriate.

Neuhaus reported that feedback from the scholarship officer at UNI indicated that the lack of applications may be due to 1) students don’t feel they meet the qualifications for the scholarship, and 2) it is difficult for them to obtain references from someone in the library field.

Ross moved that no award be made this year if ILAF does not receive the minimum requirement of 3 applicants. Koeninger seconded. Motion passed. In favor: Elliott, Rardin, Koeninger, T. Jones, Knippel, Ross, Kessler, Neuhaus, Lerdal, Street, Weaver. Opposed: Clark.

Continuity

• Rardin distributed manual updates
• The ILA contract was reviewed. The current contract amount ($2,000) was discussed. Hews has been tracking time spent on ILAF activities but didn’t bring the figures to the meeting. No guidance has been received from the ILA Personnel Committee. Elliott moved to renew the contract as is. Ross seconded. Approved unanimously. T. Jones suggested we review available data next year and consider whether $2000 is a sufficient amount.
• Calendar review: Street asked the Continuity Committee to strike Pre-Meeting Secretary duties regarding Progress Report texts.
• There was discussion of the need to fill the following committee vacancies:
  1. Vacancy created by Holland’s resignation.
  2. Terms expiring in 2008: Raska-Engleson (membership), Clark (member at large), Elliott (member at large), and Teget (ILTA).

Rardin will contact the appropriate bodies to inform them of the need to make the appointments.
Budget
Kessler distributed the financial reports for the quarter ending June 30. Much wailing and gnashing of teeth ensued over investment losses due to market volatility. Kessler noted that ILAF’s cash balance is in good shape for the coming year.

Auction
Clark reported:
  - 83 exhibitor booths have been sold.
  - Clark distributed vendor sheets to members to contact for silent auction items. Clark emphasized the Oct. 1 deadline and promoted the use of the online form.
  - Clark distributed sign up sheets for working at the ILAF table and selling raffle tickets at the conference.
  - ILAF members were encouraged to donate to the silent auction and to ask others to donate.
  - Neuhaus will contact members of ILA Executive Board and encourage them to contribute.

Fundraising
Knippel reported:
  - Raffle items will include a Dell laptop and a Karen Burns quilt. Clark volunteered to contact the conference decorator for an appropriate display for the quilt.
  - Lerdal is working on the raffle license.
  - Knippel will post info on the ILA list serve with details about the laptop.
  - There was discussion of Vicky Myron’s book selling at the conference. The matter was referred to the ILA President for discussion with the Conference Planning Committee and/or Executive board.
  - There was discussion of how to handle pledge reminders. Continuity committee will add to the ILAF calendar: Post 2nd Meeting: Budget/Finance chair will notify President which members need a reminder. President will email pledge reminders. Knippel offered to help Weaver with reminders.

Other
Weaver declared the meeting adjourned at 12:35.

Members remained to assist Hews with the Catalyst mailing.

Respectfully submitted,
Wendy Street, Secretary