MEETING MINUTES
IOWA LIBRARY ASSOCIATION FOUNDATION BOARD

Friday, November 16, 2007

Stewart Public Library – Grinnell, Iowa

Present: Maeve Clark, Kay Elliott, Laurie Hews, Ken Jones, Tim Jones, Tom Kessler, Susan Knippel, Barbara Peterson, Dale Ross, Wendy Street, and Emily Weaver

Absent: Suzann Holland, Susan Kling, Millie Knee, Barb Rardin, Marilyn Raska-Engelson, and John Teget

Visitors: Sue Lerdal and Ellen Neuhaus

Agenda: Knippel declared the agenda approved.

Minutes: September 7, 2007 minutes were amended to correct the spelling of Tillson. Ross moved approval of the amended minutes, Kessler seconded. Passed unanimously.

ILA Report: Peterson reported that the conference was very successful with 962 attendees and over 100 vendor representatives. The Libraries on the Prairie Reunion helped boost the numbers. The exhibitors liked the venue. 2008 conference will be in Dubuque and 2009 in Des Moines. The annual planning meeting was held on November 9 and progress was made for the 2008 meeting. Almost all committee vacancies are filled for the upcoming year.

Executive Committee Report: Knippel welcomed two new members: Sue Lerdal and Ellen Neuhaus. After winning the Dell computer in the raffle, Cindi Brown, Assistant Director at the Marion Public Library, wrote a thank you note. Beth Marie Quanbeck died on Monday, November 12. She worked at the State Library and previously for the Central IA Library Service Area. Ross suggested Knippel contact State Librarian Mary Wegner about whether ILAF should establish a memorial fund in her honor.

Committee Reports:

Distribution: T. Jones distributed the annual report. Noelle Sinclair, University of Iowa, was the 2007 recipient of the Jack Tillson Scholarship. There were four applicants for the scholarship. Shannon Miller, University of Northern Iowa, was awarded the ILA Foundation Scholarship. There was only one applicant. Lerdal asked why there needed to be more than one applicant. Lerdal suggested the Distribution Committee review the criteria and make suggestions for changes.

Continuity: Elliott, in Rardin’s absence, gave the year-end report and distributed the written report.

Officers for 2008:

President: Emily Weaver  Vice President Tim Jones and Secretary Wendy Street.
Ross moved for approval by acclamation. K. Jones seconded.

Committee assignments:

T. Jones will make assignments. Ross questioned why Vice President made the assignments. He suggested that the President should make them. Elliott moved that the President should assign committee members. Ross seconded. Passed unanimously.

Knippel asked that board members review their committee assignments. Neuhaus will serve on Distribution Committee.

New members: Larry Koeninger will be a trustee representative. Sue Lerdal, Drake Law Library is a new board member and Ellen Neuhaus is ILA President Elect.

Kessler moved that if either Ross or Weaver is not appointed by their respective groups, (Weaver, Executive Board and Ross, State Library Commission), that they become members at large. Elliott seconded. Passed unanimously.

Budget and Finance: Kessler distributed and explained the quarterly report. He reported that the Financial Policy states that ILAF established its distribution based on the September 30 report. Using those figures the ESF award will be $6300 and the Tillson endowment doesn’t have enough to fully support the scholarship. The amount funded from endowment will be $976.82 and $1000 is distributed. Elliott would like Budget and Finance to consider moving undesignated funds into the Tillson endowment. Kessler reported that the Budget and Finance Committee needs to make investment decisions on where to invest the new monies. Elliott moved that the Budget and Finance Committee make the investment decisions. K. Jones seconded. Passed unanimously.

Kessler would like to move the checking account to a more flexible account so that fees are not accrued so easily.

Kessler reported a donation in honor of Karen Burn’s mother was received. He was instructed to put the donation into undesignated funds. Knippel will acknowledge the donation.

The ILAF Executive Board and the Budget and Finance Committee will establish a budget for 2008. Kessler would like to have recommendations for the budget. Hews suggested funding the purchase of software for a new color copier for the ILA office. The Leadership Institute also needs to know how much support they will receive as will the Public Relations Committee. Kessler suggested ILAF request ILA submit requests for funding so that ILAF can better plan for the upcoming budget. If that isn’t possible they will need to wait until ILAF’s March meeting. Kessler moved to provide $1200 to ILA to purchase office equipment for the ILA office. Weaver seconded. Lerdal expressed surprise that ILAF funded operating expenses of ILA. Ross explained that time-to-time ILAF contributes. Neuhaus asked which ILAF funds are used occasionally to help support ILA operating expenses. Kessler stated that it usually comes from undesignated funds. Passed unanimously.
Auction and Raffle: Lerdal will serve on the subcommittee and take over as chair when Clark leaves ILAF in 2009.

Fundraising: Knippel distributed the annual report on behalf of Kling. The Stovall Leadership Fund was established and $12,315 was collected and $12,680 pledged, including $5000 from ILAF. 54 people have pledged. Elliott reminded ILAF to be sure to include Stovall’s first name when referring to this fund.

Other:

Knippel distributed an appreciation certificate to Peterson and will send one to Kling and Knee for their service to ILAF.

Committee reports are due by the end of the year.

Dates and times of the meeting will be confirmed and sent to committee members.

Ross expressed the board’s gratitude to Knippel for her service.

Meeting adjourned at 12:10

Recorded: Maeve Clark