**Minnesota Academy of Reading Executive Board Minutes**

Thursday, November 9, 2017

1:30-3:30PM

Barnes and Noble at the Har Mar Mall, Roseville, MN

**Members in Attendance:**

* Rod Winters
* Bobbi Gale
* Joan Sax-Bendix
* Deb Peterson
* Keitha-Gail Martin Kerr
* Lisa Krall

**Officers Report:**

* Secretary- The minutes from October 12, 2017 were approved.
* Treasurer- The MAR budget is $14,079.43. Bobbi has paid all bills. Membership payments are still coming to MAR.

**New and Old Business:**

1. HELP Financial Contract

* Deb shared the Sterns’ HELP contract agreement.
* **HELP funds will need to be kept in a separate account from MAR funds.**
* **More clarification is needed on reporting funds to certain individuals. Who? (Eva, Gail, Deb, etc.) What information is needed? (bank statements, etc.).**
* Sterns funds pay the Distinguished Scholar speaker fees.
* MRA and MAR use funds received from previous symposium registrations to pay for books for book clubs and symposium expenditures.
* **MRA needs to be identified as the registrar** due to their Paypal account and other budgetary capabilities.
* **If there are any updates needing to be made to the contract, send recommendations electronically to Deb.**

2. January Symposium Planning and Draft Agenda

* Location - Hamline University, Andersen Center (room charge- approximately $400)
* Date and time - January 23rd, 2018 @ 1pm - 4pm
* Refreshments- Keitha-Gail ordered food- two dozen cookies and two dozen brownies. **She will order another dozen cookies and another pot of coffee**. **MAR will pay for the food instead of asking Scholastic Books for assistance.**
* Cindy Whaley is not sure about if she will use a hotel at this point.
* Advertisements – Rod gave us fliers to hand out.
* Registration – **Deb will work on this.** MAR will discuss asking for information on the registration form about participant experiences with interventions. Students can attend for free.
* **Bobbi will work the registration desk.**
* **Bobbi will bring a bowl for the drawing.**
* **Rod will take care of getting books for the book displays and drawing- eight texts with diversity themes.**
* Plaque – **Joan has ordered and will drop off early.**
* Agenda (Draft)
  + 15-minutes- MDE Update (one if not two MDE representatives will attend)
  + 45-minutes- Honoring Cindy Whaley
    - Introduction- **Joan will check to see if one of Cindy’s colleagues can come. If this does not work, Joan will contact Deb about a former council member who may introduce Cindy.**
    - Cindy’s Speech- topic is not known at this time.
  + 15-minutes- Refreshments and Recruiting (Joan)
  + Group Discussion- (Ideas)
    - Make connections between Cindy’s discussion and the topics of the symposium.
    - Post road-blocks to interventions and components of effective interventions based on Foorman’s work (1/2 hour)?
    - Create table groups based on interests/resources shared?
    - Share Scholastic intervention resources? **Keitha-Gail is waiting for more information on this.**

3. HELP - Summer Book Clubs and Distinguished Scholar

* Sharon Vaughn 2018 Distinguished Scholar
* **HELP is seeking advice on the 2019 Distinguished Scholar. Share any ideas you may have on this with Deb**.

4. Honor Council

* December 15, 2017 the Honor Council application is due.
* **Kate will notify us about the application process and she will notify us via email.**

5. MACTE

* January Symposium advertisements were not handed out at the fall MACTE meeting.
* MAR discussed the updated Tier Licensure process beginning 2018.

6. Legislative Update

* **Deb will attend sessions/meetings with Gail.**

7. MRA Updates

* MRA will be hiring a part-time bookkeeper to assist the treasurer of MRA.
* ILA sent a letter to MRA about issues with the “limited affiliation” status.
* Lawyers are still examining the ramifications with MRA changing its’ status.

8. Recruitment

* Joan sent information on MAR to all literacy professors in higher education.
* **We discussed the February/March- elections. We should invite people to see if they want to pursue leadership positions**

8. Other Business

* **Celebrate Literacy Event in March- We need to think about celebrating a leader in literacy.**
* **Bobbi is working on a book collection for the Celebrate Literacy auction.**
* "Promoting Equity and Access for All Students Through Culturally Sustaining Literacy" LiRN Sessions- If MAR members can commit to attending the three sessions and work as a facilitator for table groups at the event, fees can be waived.

<http://mra.onefireplace.org/event-2656894>

9. Fall Meeting Dates-

Second Thursday of the Month- all at Barnes and Noble in HarMar Mall

* **December 14, 2017 1:30-3PM (NEXT MEETING)**

See **BOLD** for action items.