

Minnesota Reading Association
Executive Board Meeting
February 6th, 2016 10:00 am-12:00 pm
Caribou Coffee – Monticello

In attendance:

Deb Peterson (Past President)
Sue Paasch (President)
Mary Lillestol (President-Elect)
Linda Snowberg (Treasurer)
Stephanie Brondani (Membership Director, SRIC)
Madedy Israelson (Secretary)
Cory Stai (MDE Liason)
Andrew Rummel (ILA Liason)
Katie Bannon (Celebrate Literacy/Highlights)

- 1. Welcome:** Members shared exciting literacy moments from their work in the previous months: Deb highlighted Madedy's *Reading Teacher* article "The App Map" and upcoming distinguished scholar Steve Graham's *Reading Teacher* article "A Path to Better Writing," MAR honored Rick Beach at January event and several students were in attendance, Deb Peterson has book coming out this spring in Nell Duke's "Not This But That" series: "No More Reading Instruction Without Differentiation."
- 2. Secretary's Report:** Madedy reviewed minutes from 10/24/15 meeting
- 3. Treasurer's Report:** Linda Snowberg
 - Shared balance in account and PayPal
 - Questions about MAR funds-Linda and Deb will email and resolve
 - LiRN: paying for subs-projected budget is on Google drive, many districts won't get subs until they have been paid
 - Linda received dated membership form with \$5 off old rate (\$40)-will send rebate of \$5 to applicant-Katie will figure out if the form is old/online by connecting with Scott
 - Will renew liability insurance for events in February
 - Taxes have been filed
 - Sue: budget sheets for events at July meeting to be approved by executive council for the next year
 - Cory: link to Google folder on agenda
 - Linda: when credit card is used needs to be entered in expense spreadsheet
 - Can swipe credit cards at Celebrate Literacy-let members know
- 4. Membership Report:** Stephanie Brondani
 - Stephanie distributed membership count by councils
 - Jennifer Malecha, Kennedy High School in Bloomington interested in membership coordinator position

- Southeast Council: Stephanie contacted them, waiting to hear back
- Sue: anyone have contact in Arrowhead?
- Andrew: waiting to hear from North
- Central is well covered
- Southwest: Deb will contact about their spring event
- Need to invite council leaders to spring leadership meeting

5. MRA Open Positions

- **Historian:** Bobbi Douglas Gale contacted-boxes of stuff about MRA, what to do with it? Pay service to scan documents? Create links from website, Cory: create historical articles for Highlights, Deb: Southwest has a historian, she created tri-fold posters of past events to display at events, Andrew will price out a service and connect with Bobbi, keep thinking about adding Historian position and who would be interested, need to be somewhat tech savvy, interested in writing about history
- **Social Media:** Megan Rogholt-interested in taking on the position, husband is web designer
- **Vice President:** When Sue sends reminder about leadership meeting will ask for interest, will look for interest at LiRN, discussed interested candidates: Pam and Laura
- Local councils needs reminder to hold elections in February-required for active council status
- Cory: Special events liaison-help with LiRN and Celebrate Literacy, vice treasurer for special events
- Sue will draft email with names-send to Executive Council to review
- **Motion: create position of Special Events Liaison**
 - Job Description: collaborate with Treasurer to create job description- job description may include: participate in planning of events, facilitating budget, contracts for speakers, reimbursements for events including LiRN, Distinguished Scholar Event/Book Club, other duties as assigned***
 - Stephanie made motion, Linda second, unanimously passed***
- **Motion: position will be appointed-not elected, Stephanie made motion and Linda second, unanimously passed**
- Announce at LiRN we are looking for positions

6. LiRN: Deb

- MRA Representative: not a position on the ballot, have not approached anyone yet about this

7. Summer Conference: Deb/Mary

- Need to decide on a date: Wednesday or Thursday
- Mary Ehrenworth-Wednesday
- Dan Feigelston-Thursday

- Leadership meeting will be day after
- July 12-15
- Mary and Carey can attend
- **Decided on Wednesday for MRA partnership day of Hamline Summer Institute**
- Save the Dates should go out ASAP, will distribute cards at spring events
- Discussed possibility of summer leadership retreat separate from Hamline Summer Institute, Koinonia Retreat center in Annandale, 2-4 members from each council, meeting in August, Sue will look into getting retreat center in August
- Mary: need to sign statement of assurances, read email from Terri Christenson, distributed copies
- Theme: "Teach for Hope, Learn with Optimism"
- ***Motion to approve contract with Hamline, Stephanie made motion, Mary second, unanimously passed***
- Leadership dinner with sponsor? If we want to do this Carey will find sponsor to host dinner-decided not to have leadership dinner, Carey can start looking for sponsor, if she finds one we will do it and reserve room at Axels, tentative date: July 13, 2016
- Will need to make plan to thank Hamline planning committee if leadership dinner is not held
- Lunch: book drawing and membership presentation-instead of first thing in the morning
- MRA will have registration table
- Sponsored dinner at leadership retreats possibility
- Call for proposals will come out soon-encourage presenters

8. Statewide Book Club: Deb

- No new business

9. Grant Submissions

- Glitch with submission site; Scott to working to resolve

10. Exemplary Reading Program:

- Glitch with submission site; Scott to working to resolve

11. Writers are Readers:

- Katie sent Executive Council link to vote, some glitches-Katie will resolve and send out
- 4 categories (grade levels): Executive Council members will login and vote by end of upcoming week
- Form isn't working so email top 2 to Katie
- Evaluate by overall quality, audience appeal, weight content over mechanics
- Gift card Barnes & Noble (\$10) and journal

12. Celebrate Literacy-March 4, 2016:

- Maple Grove Community Center is reserved, also reserved for Leadership Meeting March 5
- \$1 book sale, contact Scholastic rep in Central
- In future: go to warehouse sale and stock up for Celebrate Literacy sales
- Linda and Katie will run tables
- Stephanie will do silent auction
- Mary will do dessert table
- Linda and Mary will go to Cost-Co (paper products, forks, napkins, small dessert plates, desserts, breakfast items for Leadership Meeting)
- Katie will open registration online
- Sue will send email out asking for silent auction donations
- Sue will serve beverages
- Theme: spring-flowers, Katie will pick up flowers and table clothes
- Ask Scott to facilitate student part, ask Julie Scullen to do welcome
- Cory will take pictures
- Katie: program and certificates
- Coffee and soda from Maple Grove Community Center
- Food at Leadership Meeting-order Jimmy John's
- 20 tables
- Each council asked to nominate literacy leader-Sue will include in email to leadership
- Need a week to order plaques for winner
- Have someone speak about winner/nominees rather than having the nominee speak
- Family members/donors of awards (Joe Jubert, Berneeta Campbell) will be invited

13. Local Councils- Sue

- Visits
 - i. \$50 for gifts
 - ii. Traveling Expenses
- EdCamp Literacy: CMRC-last weekend, was successful
- ReadCamp in Coon Rapids in April-request for sponsorship, not tied to any of the local councils, Sue will encourage them to approach local council for sponsorship
- Jan Richardson-CMRC: Scholastic offered to pay \$2500, CMRC would pay flight and hotel, K-2 session and 3-6 session, Richardson would give presentation (late summer/early fall), Sue will bring this item back in March, need to be deliberate/careful about scheduling with so many summer events and back to school

14. ILA – Boston:

- Andrew: if we want to use ILA logo we have to sign an agreement and follow their rules, Andrew has paper work if we want to do this
- Cory-since names don't line up now would be good to use ILA logo to convey affiliation, we could create our own style guide for local councils-on new agenda
- Give away one trip at leadership
- Carey goes as President-Elect-will put on March agenda
- Need to get social event/sponsor plan

15. Next Meeting-March 5 at Maple Grove Community Center

- For agenda: SRIC
- Julie Scullen-ask to discuss hosting ILA in MN

Planning Ahead:

Celebrate Literacy – March 4, 2016
Leadership Meeting-March 5, 2016
ILA 2016 – Boston July 8-11, 2016
ILA 2017 – Orlando July 14-17