

# NDRA April Leadership Meeting Agenda - April 1st, 2017

## NDRA Board Meeting

Comfort Suites, Bismarck

### Agenda

Welcome and Introductions

Tara Jordan, President

*Present: Julie Frank, Tina Pletan, Chris Dettlaff, Tara Jordan, Melessa Bosch, Brenda Seehafer, Kristen Hall, Gloria Jones, Becky Taylor, Donna Marty, Tara Heydt, Sara Medalen, Chris McCoy, Trish Mohr, Jill Hochgraber, and Jessica Hochgraber (Google Hangout)*

Secretary's Report

Chris Dettlaff

- Julie Frank motioned to approve the January Leadership meeting minutes. Chris McCoy seconded. Motion was passed

Executive Meeting Minutes January 6th, 2017

Chris Dettlaff

Treasurer's Report

Gloria Jones

The Treasurer's Report was presented.

- We have over \$12,000 in our PayPal account. We have been transferring about \$2,000 a week from PayPal.
- Discussion was held about the different memberships that were paid out and money that was deposited.
- Our investments are around \$26,000 and our balance in checking is \$47,257.42.
- Chris McCoy made a motion to approve the treasurer's report. Brenda Seehafer seconded. Motion was passed.

### Business

1. Budget for 2017-2018

Gloria Jones

- No update at this time.

2. State Dues - Council payment

Gloria Jones

- We did increase our state dues. When you submit, there is a charge for that and that is the reason for increasing our dues. We looked at the states around us to see what they charged as well.

- Discussion was held about just for membership we would do credit card only. Each council will handle cash or check payments as needed. Melessa Bosch made a motion that our membership payment needs to be credit card only. Julie Frank seconded. Motion was passed.

3. Conference Planning Update

Brenda Seehafer

- See Conference notes (All local Presidents should have them)

4. Summer Institute

Tara Jordan/Melessa Bosch

- Jan. Richardson is only costing us \$2,000
- Discussion was held about providing a continental breakfast. Could we have Dunn Brothers or any other coffee place to donate coffee? Julie was going to check it out.
- Snack is being provided from MSU up to \$1,200.
- Melessa will reserve a block of rooms for NDRA board members.
- Discussion was held about having door prizes and investing about \$500. Julie Frank made a motion to spend \$500 to buy door prizes from Pioneer Valley. Kristen Hall seconded. Motion was passed.
- Julie is doing the gift package for Jan for around \$50.
- Hospitality for Jan: Who is picking her up from the airport? Between Julie, Chris, and Tina, they will drive Jan and Anne around.
- Anne will have 50-100 books to sell. We need 2-3 volunteers to help sell books and maybe gift their membership for NDRA. She is bringing bags from Scholastic at the conference and goodies in it. She will have samples of products as well.
- Are we going to do a split for local council doing the work?
- Discussion was held about having Jennifer Serravallo for June 7<sup>th</sup>, 2018 in Bismarck. Discussion was held about ½ day reading and ½ day writing.
- Discussion was held about keeping the rotation of councils having the conference but maybe going towards a one day institute.
- Credit through MSU has been going smoothly. 221 people are taking it for credit.
- Discussion was held about what we would change for the next book study.

- Discussion was held about the 50<sup>th</sup> conference would be our last conference format and go forward with an institute format. If we go to an institute format how local councils would stay afloat. The board would continue to do the institute and each council could receive a cut based on membership yearly. Everyone needs to go back to their local boards and talk about having a regular conference vs. institute and bring ideas to June meeting.

5. Website/Technology Becky Taylor/Dawn Bodtke

- Continue to learn more about the website.
- Can we add a phone number to our membership?

6. VRC Conference Kristen Scholand/VRC

- NDRA will receive a profit of \$6,112.48 from the VRC conference.

7. Officer Lists Gloria Jones

- Local and State officer reports are due no later than June 30<sup>th</sup>, 2017.
- ILA voting for directors is open right now. You have until May 9<sup>th</sup> to vote.

8. ILA Award Update Jones/Seehafer

- No update at this time.

9. ILA Conference Update Melessa Bosch

- Discussion was held about whether to go on our own or stay with ILA.
- It would cost \$3,000 a year to be fully invested in ILA. Discussion was held on how best to proceed with this. **Julie Frank made a motion for NDRA full group exempt affiliation with ILA paying \$3,000. Brenda Seehafer seconded. Motion passed.**
- Discussion was held that if state doesn't stay with ILA, the state treasurer will have to be on every local council's accounts.
- Someone from ILA should come once a year to a board meeting.
- Local councils to become inactive need to have their form in by June 30<sup>th</sup>, 2017. They need to fill out a one page form. Their money goes to ILA for three years.
- Badlands has expressed an interest in becoming inactive this next year.
- ILA Coordinator position: Brenda Seehafer and Tara Jordan have both expressed an interest for the position. It is a 3 year position. Discussion was held that somewhere down the line have an at large position for the board to represent the small councils. We will revisit this in June. **Each council got one**

vote and Tara Jordan was voted as the new ILA Coordinator. Tara now needs to be approved by ILA. Brenda will still be the contact person for the conference planning.

#### 10. Upcoming Board Meeting Dates

Tara Jordan

- June 7<sup>th</sup>, 2017 – Bismarck TBA (Civic Center??) 6:00 PM for Executive board and 7:00 PM for full board, no conference planning that day.
- August 9<sup>th</sup>, 2017 – Jamestown TBA (Quality Inn or Gladstone) Executive board 7:00 PM, August 10<sup>th</sup> – Full board 9:00 conference planning, 10:30 full board
- June 7<sup>th</sup>, 2017 5:00 PM in Jamestown – there will be a training on the website and again in August.

#### 11. Election results

Gloria Jones

- The annual elections for Executive officers were held recently with ballots closing on March 30<sup>th</sup>, 2017. All current NDRA members were provided the opportunity to cast an electronic ballot for the open NDRA officer positions. This poll was sent to all members via e-mail. The following positions were included on the ballot; Vice President, Secretary, and Treasurer. Tina Pletan from SCRC was elected the NDRA Vice President with 63.9% of the votes cast. Chris Dettlaff from SCRC was elected the NDRA Secretary with 99.2% of the votes cast. Heather Ell from NCRC was elected as the NDRA Treasurer with 99.2% of the votes cast. Congratulations to these 3 women!

#### 12. Other

- Discussion was held if a large company sponsors an event and ask for contact information, we would give them our first and last name and email address to that sponsor. Chris McCoy made a motion to inform members of our professional development that participates names and email address will be shared with a sponsor. Julie Frank seconded. Motion was passed.

## Officer and Committee Reports

President 2017-2018

Tara Jordan

- Someone from your local council needs to come to the NDRA board meetings besides the members on the Executive board.

President-Elect

Melessa Bosch

- Travel grant: If an executive board member applies and is not being sent by NDRA to the ILA conference, they should get preferential consideration for the grant money. If a board member applies and is being sent by NDRA to the ILA conference, the grant money will be split among the other applicants.

Vice-President (NDRA Merit Award)

Julie Frank

- She is sending reminders to councils about what they need to turn in.

State Coordinator

Gloria Jones

Legislative & Advocacy

All Members

Director of Membership Development

Cheryl Hagar

- Membership: We currently 893 NDRA members right now.

Student Membership

Chris McCoy

- Discussion was held about having this position as an all council position.
- Discussion was held about having a student organization. Having a student rep. from every local council.

Prairie Reader Editor

Alyssa Gilbertson

- Next Prairie Reader due date, April 15.
- Discussion was held about having important dates posted monthly in an email. Discussion was held about having Dawn post it on the website and send in an email.

Historian

Becky Taylor

- Historian will get back to digitizing records come summer, right now school comes first.

Web Master

Becky Taylor

- Website, think things are going well. Others are learning things I did not know could be done. We are learning more every time.

Social Media Editor

Dawn Bodke

- Please make sure that you are updating the Wild Apricot Page with happenings from your council - it is looking pretty bare out there! If need be, you can definitely send things to me at [mrsbodtke@gmail.com](mailto:mrsbodtke@gmail.com) and I will get your news and pictures posted!

International Projects

- Looking for someone to take on this project
- The budget is \$150.
- Discussion was held about having it as a project through your school or class. Sara Medalen said she would do it.

Conference Planning Committee

Hinman/Seehafer

- Nothing new at this time.

Intellectual Freedom

Joyce Hinman

- Nothing new at this time.

Exemplary Reading Program

Dina Laskowski

#### Celebrate Literacy Award

Dina Laskowski

- There was only two councils that have only sent them to her.
- The deadline for this is March 1<sup>st</sup>.

#### Program Development

All Councils

#### Long Range Planning

Brenda Seehafer

- Website is being used to post items and keep members up to date on things going on.
- The book study has had a great response.
- This will change to Tara Jordan for next year.

#### Nominations Committee

Brenda Seehafer

- This will change to Tara Jordan for next year.

#### Studies and Research

All Councils

#### Young Writers Project

Donna Marty

- Discussion was held that if we do go away from a conference to an institute can we recognize the student there as well.
- May 1<sup>st</sup> is when teachers of the winners will find out.
- Discussion was held that maybe the schools of our winners have an assembly for them and make a big deal out of it.

#### Literacy Leadership/Travel Grant

Melessa Bosch

- Possible revision of Travel Grant disbursement dependent upon board or non-board members. (See explanation under the President-Elect section)

#### Family Literacy

All Councils

### **Reading Council Reports**

- Badlands: We did a Family Literacy activity at the Public library in January. We had around 40 families come with their kids. We also had an author visit and a celebration to honor everyone who has been a part of the council. Our council is still thinking that we are going too dissolved.
- Chautauqua: We did a service project and a book drive. We collect almost 700 books. We are hosting the silent auction and if you have any suggestions please contact Brenda Seehafer.

- LARC: Had some meetings at local parks. Had three different book studies. One was on folk tales and had four sessions. On April 20<sup>th</sup> have a meeting and invite new members to discuss the future of our council.
- NCRC: We finished our book study. The One and only Ivan. The high school is building and designing the little free libraries.
- Prairie: PRC just finished up their annual book study for credit. This project got us three new members, so feel it is worth the time. We also had our author visit last week. Debbie Nelson
- SCRC: South Central Reading Council has added 50 some new members this spring. We hosted a non-fiction writing event with Kelly Boswell which was attended by 75 members. We have a lesson sharing night and an end of year celebration. To raise funds we have sold Read ND t-shirts which have been very popular. The BPS district also allowed us to hold a Dr. Seuss Jean's Day which raised nearly \$500 dollars.
- VRC:

Becky Taylor made a motion to adjourn the meeting. Donna Marty seconded. Motion passed and meeting was adjourned.