

**INTERNATIONAL LITERACY ASSOCIATION
BOARD OF DIRECTORS MEETING
Friday, April 21, 2017**

OPENING AND ATTENDANCE

On April 21, 2017, at 8:21 a.m. ET, President William Teale called to order a meeting of the Board of Directors of the International Literacy Association, which was held at ILA headquarters, 800 Barksdale Road, Newark, DE.

Participating Board Directors in attendance were President of the Board, William Teale; Vice President of the Board, Doug Fisher; Immediate Past President of the Board, Diane Barone; and Board Directors Gwynne Ash, Donald Bear, Cathy Collier, Lori DiGisi, Rachel Karchmer-Klein, Stephanie Laird, Stephen Peters, Jennifer Williams, and Executive Director Marcie Craig Post. Board Director, Julio Coiro, was absent.

Staff in attendance included Linda Marston, Director of Finance and designated Board Treasurer; Stephen Sye, Associate Executive Director; Dan Mangan, Director of Policy & Advocacy; and Christina Marconi, Recording Secretary.

APPROVAL OF MINUTES FROM FEBRUARY 26, 2017 SPECIAL BOARD MEETING

W. Teale, President of the Board, noted that a special meeting of the Board of Directors was held on February 26, 2017, to approve the 2017 Nominating Committee's recommendations for ILA's election. The following motion was made, seconded, and approved:

Be it resolved that the Board of Directors of the International Literacy Association approves the minutes of the special Board of Directors meeting, held on February 26, 2017.

ILA AWARDS 2017

The following motion was made, seconded, and approved:

- *Be it resolved that the Board of Directors of the International Literacy Association approves the list of ILA 2017 Awards and Grants recipients, pending notification of the winners.*

FINANCE & BUSINESS OPERATIONS

L. Marston, Director of Finance, reported that accounting operations have continued as normal, with processing on schedule, IRS forms distributed and filed on time, budget preparation for FY2018 underway, and ILA maintains a healthy balance sheet relative to the debt to total asset ratio.

Total expenses through first seven months of the fiscal year are \$6.4 million, a decrease of \$730,000 over the same time last year, and the first eight months of the fiscal year reflect normal activity, with the majority conference-related. As expected, books revenue reflects the largest decrease. The continued decline in Membership, Journals and Publications revenue is outpacing expense reduction, and although Conference revenue has been consistent for the past two years, it cannot fully support other areas of operations. Management has consistently reduced expenses but implementing only cost-cutting measures will not lead to financial stability.

Year-end projections indicate a deficit increase of only \$2,000 in addition to the budgeted \$2.8 million draw from cash reserves. This minimal overage is a testament to the continued excellent expense management. Although the revenue is projected to miss budget by \$404,000, the actual revenue decline compared to last year's actual is \$1.2 million. Budgeting for FY 2018 has begun with the ever-present goal of increasing ILA's revenue streams, further expense reduction, and balancing the budget with minimal cash reserve support.

The presentation of draft FY2018 budget to the Financial Committee will be presented in early June to capture as much actual financial data for the current fiscal year as possible. The Board will hold a special meeting in late June to review the budget.

MERGER OF ILA AND IRA

In anticipation of the merger of ILA and IRA on July 1, 2017, the following resolutions were put forward, seconded, and approved:

- *Be it resolved that the Board of Directors of the International Literacy Association approves the merger of IRA into ILA.*
- *Be it resolved that the Board of Directors of the International Literacy Association approves the merger and ILA into IRA.*

COMMITTEES & TASK FORCES

Nominating Committee

D. Barone, Immediate Past President and Chair of the Nominating Committee, reported that of 68 total nominations for the Board of Directors, 32 nominees chose to move forward. After nominee information reviews, 14 of the nominees were scheduled to interview with the Nominating Committee, and eight candidates were ultimately chosen for the final election slate. Members of the Nominating Committee were thanked for their hard work and diligence and were congratulated for their work on populating a qualified slate for the ILA 2017 Election.

Literacy Research Panel

D. Fisher, Vice President of the Board, reported that the Literacy Research Panel (LRP) will release the following three policy briefs in the coming months:

- Overcoming the Digital Divide: Four Critical Steps
- Literacy Assessment: What Everyone Needs to Know
- Characteristics of Culturally Sustaining and Academically Rigorous Classrooms

It was also noted that LRP content will be featured more prominently at the ILA website.

D. Mangan added that there are additional papers in production on the following topics: early language learning, content area literacy, vocabulary and oral language for second language learners, and teacher education.

The LRP will welcome new members in FY2018, and the following resolution was put forward, seconded, and approved:

Be it resolved that the Board of Directors of the International Literacy Association approves the slate of nominees for the Literacy Research Panel pending agreement to serve from the nominees.

ILA Awards Task Force

W. Teale stated that a report from the Awards Task Force has been reviewed by the Board, and that Board Officers and ILA staff will move this effort to the next stage by further aligning the awards with ILA's mission and goals. This will include finding redundancies, filling gaps, instituting strands and tiers, pursuing funding, and re-examining the submission and adjudicating processes.

New Task Forces

The Board agreed to form five new task forces, and the following resolution was put forward, seconded, and approved:

Be it resolved that the Board of Directors of the International Literacy Association approves the creation of the following task forces:

- *NextGen Journals Task Force: Chair – To be determined*
- *NextGen Literacy Today Task Force: Chair - Doug Fisher.*
- *Distinguished Literacy Educators/Leaders/Researchers Task Force: Chair – To be determined*
- *School Program Certificate of Distinction Program Task Force: Co-chairs – Lori DiGisi, Stephen Peters*
- *University Program Certificate of Distinction Program Task Force: Chair - Diane Barone*

MEMBERSHIP

S. Sye stated that ILA will be developing an improved membership model over the next few years designed to elevate value for members through increased engagement opportunities, more robust professional resources, and a higher level of visibility and interaction with all literacy professionals. To help reach these goals, an increase in the price of membership will be implemented, and the following resolution was put forward, seconded, and approved:

Be it resolved that the Board of Directors of the International Literacy Association approves an increase of \$9.00 (USD) dues effective October 1, 2017.

CONFERENCE

S. Sye reported that registration is pacing with 2016, while exhibits, advertising, and sponsorship revenues are tracking as well. In addition, all reviewed and non-reviewed sessions (about 300+) have been scheduled, and the print program is on deadline for finalization. Expenses are being monitored carefully, and a site visit to Orlando scheduled for April 19th to finalize details.

In addition, to make room for more submissions, the Board has kindly decided to forgo the right to automatic sessions and will be peer-reviewed with other sessions to increase future peer-reviewed content.

CHAPTERS AND REGIONS

U.S. Network Restructure

Executive Director, Marcie Post reported that communication around the Network Restructure has been frequent and consistent with U.S. chapters. 43 of 46 states have participated in webinars and follow-ups, and several transition visits have been scheduled for late summer. In addition, eight chapters have submitted letters of intent, with six having signed. It was also stated that a flat-fee subscription option has been added for affiliate chapters, and a development plan will be created for those chapters unable to join due to economic concerns.

Global Task Force

W. Teale reported that he has been in discussions with the co-chairs of the task force and is working with them to develop the goals and objectives for setting up these regions, a complex proposition which may include up to 83 affiliates outside of the U.S.

MICHIGAN AMICUS BRIEF

In January 2017, ILA joined Phi Kappa Delta and the National Association for Multicultural Education on an amicus curiae brief filed with the federal district court in Gary B., et al. v. Richard D. Snyder, et al., a class action lawsuit alleging that the state of Michigan deprived students in the Detroit school system of their constitutional right to effective literacy instruction. ILA's Literacy Research Panel and RRQ Editors provided research assistance to the amicus attorneys, and the court's ruling on the defendants' motion to dismiss is expected shortly.

FUNDRAISING & PARTNERSHIPS

S. Sye reported that that ILA has launched *Partner With Us*, a webpage outside organizations may use to see how we've partnered in the past, what we're doing now, and how to contact us if they'd like to explore working with ILA. He also stated that ILA is in the process of refreshing *its Donate Now* page to make the option more visible to potential funders, members, and donors and improve the ways people can donate.

In addition, several external partnerships have been formed by which anyone can donate to our efforts through Amazon Smile, United Way of GPSNJ (Greater Philadelphia and Southern NJ), and

the Giving Tuesday campaign with PayPal. Similar more far-reaching donation options are being researched and pursued by the Partnership Development team.

ADJOURNMENT

Being that there was no further business, the meeting was adjourned at 11:10 a.m. ET.

**NEXT MEETING OF THE BOARD
JULY 13, 2017 - 8:30 AM ET - ORLANDO, FL**