

**INTERNATIONAL LITERACY ASSOCIATION  
SPECIAL MEETING OF THE BOARD OF DIRECTORS MEETING  
WEDNESDAY, MAY 16, 2018  
4:00 PM EDT**

**OPENING AND ATTENDANCE**

On May 16, at 4:00 p.m. EDT, Board President Doug Fisher called to order a special meeting of the Board of Directors of the International Literacy Association, which was held via video conference.

Participating Board Directors in attendance were President of the Board, Doug Fisher; Vice President of the Board, Bernadette Dwyer; Board Directors Gwynne Ash, Cathy Collier, Rachel Karchmer-Klein, Stephanie Laird, Susan Paasch, Stephen Peters, Julia Reynolds, and Jennifer Williams; and Executive Director, Marcie Craig Post. Board Director, Beverley Harris, was absent.

Staff in attendance included Linda Marston, Director of Finance, and Wendy Logan, Recording Secretary.

**RATIFICATION OF 2018 ELECTION RESULTS**

D. Fisher confirmed notification of the election results to all 2018 Board of Director nominees. A motion was made to recognize and ratify the certified election results for the 2018 election for the ILA Board of Directors. The motion was seconded and unanimously approved.

*Be it resolved that the Board of Directors of the International Literacy Association ratifies the results of the 2018 ILA election of the Board of Director members and Vice President as reported by Intelliscan, Inc.*

**LEASE OF BUILDING – D. FISHER**

L. Marston reported that the University of Delaware has not returned the signed lease due to logistical challenges but that ILA is working under the assumption that the University will take ownership of the first floor of headquarters on June 1, 2018 and that an extension to June 30, 2018 for the University to take ownership of the second floor would allow the Organization to make a one-time move. The rentable income of \$1 million will remain the same, as reported during the March 15, 2018 meeting. L. Marston stated that we cannot make moving arrangements until the lease is signed, but that the broker has been in daily contact. At this time ILA has only a verbal agreement with the University.

L. Marston also reported that the manager of the new property reduced the price and that ILA negotiated a fixed-rate lease with incremental increases over three years. The attorney is reviewing the contract with legal language and insurance risks, but the Organization is in a holding pattern until the University of Delaware signs the lease.

D. Fisher stated that the contract should be moved forward quickly and that the Board should review the contracts and direct questions to L. Marston, Director of Finance, or Marcie Craig Post, Executive Director.

L. Marston clarified that the moves will not be executed simultaneously. The University of Delaware will need to sign the lease for headquarters first, then ILA will sign the lease for the new building.

**ADJOURNMENT**

Being that there was no further business, the meeting was adjourned at 4:23 p.m. EDT.

**NEXT MEETING OF THE BOARD OF DIRECTORS  
June 20, 2018  
Virtual Zoom Meeting**