**Minnesota Academy of Reading Executive Board Minutes**

Thursday, December 14, 2017

1:30-3:30PM

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

**Members in Attendance:**

* Bobbi Gale
* Deb Peterson
* Lisa Krall

**Officers Report:**

* Secretary- The minutes from 11/9/17 were approved with one minor change.
* Treasurer- The MAR budget is $18,016.66 as of December 6, 2017. More transactions will be made including payments to MRA and HELP. Bobbi has organized budget records for MAR in a binder covering multiple years.

**Old Business:**

1. 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.
* Registration – Deb has opened registration. MAR will discuss asking for information on the registration form about participant experiences with interventions. Students can attend for free. **The MAR Executive Board should make sure to register ASAP**.
* Deb has organized the symposium set-up with Hamline including round tables, microphones, podium, projector and laptop set-up.
* **Deb will send a save-the-date for the symposium and the LiRN events soon.**
* Bobbi will work the registration desk.Participants will write their own names on nametags for the symposium.
* **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 the plaque for the symposium.**
* Agenda (Draft)- **Deb is taking care of printing the agenda, handouts, evaluations, discussion guides, and CEUs.**
  + 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. **Lisa will contact Joan to see if anyone is lined up to do Cindy’s introduction.**
    - Cindy’s Speech-Deb has information and she has made adjustments on the topics addressed.
  + 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.

2. Legislative Update –Deb shared nothing has been decided at this point.

3. MRA Updates- Deb shared nothing has been decided at this point. The Celebrate Literacy Event will focus on the Kind Project.

4. Other Business-

* Honor Council application has been competed thanks to Kate Kelly!
* Bobbi completed the tax forms for MAR. Thank you, Bobbi!
* HELP Meeting is scheduled for January 9th to determine Summer Book Club logistics.

**New Business:**

1. Elections-

* Treasurer- We need to find someone to support Bobbi and transfer responsibilities.
* Secretary- Lisa has volunteered to continue on in this role if needed.
* Co-President- Lisa has volunteered to take on this role if needed for MAR.
* **We need to encourage other people to attend and to take on leadership roles in MAR.**

2. Spring Mixer- **Possible Dates April 21 or April 28? Bobbi will make arrangements with the library.**

3. Next Meeting**- February 15TH- 1:30-3PM Barnes and Noble Har Mar Mall**

See **BOLD** for action items.