

WCRLA BOARD MINUTES

September 13, 1984

Telephone Conference Call

Board Members Present: Carole Bogue, President; Suzanne McKewon, Secretary;
Harold Fillyaw, Treasurer; Karen Smith, Past-President.

The meeting was called to order at 2:00 p.m. PDT.

I. Agenda

Carole referred the board to the agenda she had sent to each member (Att. A).

II. Corrections to the Minutes of July 27-29

A. July 28, 1984, p. 3 in recall column, the word "Policy" changed to "Precedent."

July, 1984
minutes
corrected

B. July 28, 1984, p. 4, IIA - The last sentence should read "...the language in this article first and clarifying it as well as that of other sections." (See Att; B)

C. July 28, 1984, p. 4, IV - Add

(M) Smith: WCRLA provide funds for the President to attend the IRA Conference.

(S) Fillyaw:

PASSED

D. July 28, 1984, p. 5, VIIH - The sentence should read "...the committee itself should have 5-7 members, appointed by the MAC chair and approved by the President."

E. July 28, 1984, p. 5, VIIH - The last sentence on this page should read, "In addition, a new SIG was formed which will include members with concerns in English as a Second Language (ESL) and Learning Disabilities."

F. Letters on July 29, 1984, pp. 2-3, identifying the attachments Y, Z, VV, and X were changed to X, Y, Z, and AA, respectively.

(M) Smith: To approve the minutes as corrected.

(S) Fillyaw:

PASSED

III. Nominations for President-Elect and Secretary

Carole announced the nominees:

Nominees for
Pres.-Elect
and Secretary

For President-Elect: Wes Brown, Calif. State University,
Hayward
Vince Orlando, Metropolitan State
College, Denver, Colorado

For Secretary: Jacquie Grose, Western Nevada
Community College
Jane Lehman, Elgin Community
College, Illinois

(M) McKewon: To accept the slate of officers proposed
by the Nominations Committee for Presi-

(S) Fillyaw: dent Elect and Secretary

PASSED

IV. IRS

IRS update

Karen reported that there had been no progress on the IRS penalty after a letter from WCRLA's accountants, Cooper, Jensen, and Morrow, was sent explaining that the filing for the past year was incorrect because of late information from the Yamamoto case but that an amendment to that filing was sent. No correspondence from the IRS has since been received. Consensus was that WCRLA would be waived the penalty (Att. C).

Funding Request
Forms for
Committee Chairs
and SIG Leaders
approved

V. Funding Request Form for Committee Chairs and SIG Leaders

Carole asked for suggestions or additions to her proposed guidelines (Att. D). The form was approved.

VI. Special Election for President-Elect

Sue Brown
elected Pres.-
Elect

Carole announced the responses to the special election. There were 241 ballots returned by the deadline and of these, 237 were "aye" votes to suspend the Bylaws to allow for a special election. In that election, Sue Brown was elected President-Elect. The board expressed interest in her writing an article for the next Newsletter before the Oct. 1 deadline.

Carole also announced that another mailing will be done soon for the regular election and a note will go into the next Newsletter, requesting suggestions of nominees for the 1986 election.

Carole announced that the Special Situation President-Elect job description is approved as is (See Att. Y, minutes of 7-20-84).

VII. Site Selection

Carole reported on receiving a call from Stephen Cheney-Rice of USC regarding a release from negotiations with his university allowing WCRLA to proceed with plans to have the conference at the University Hilton. This hotel has offered "comped" meeting rooms and has adequate space for the conference.

Pres. Bogue to
pursue University
Hilton for 1986

- (M) Smith: Carole be authorized on behalf of the board to further negotiate and accept
(S) McKewon: the contract with the University Hilton Hotel (Los Angeles) for the 1986 conference.

PASSED

Tucson is still being considered for 1987.

VIII. Banking Account

The details of what has gone wrong with the exchanging of signature cards are still being investigated.

Sue Brown, newly elected President-Elect, joined the conversation at this point.

IX. Joint Task Force on Placement Services

Sue Brown was congratulated on her election to office and then presented her report on the status of the Placement Service. She said that she had spoken with Dick Shelton who will be sending out job announcements every other month. She said he would need a committee of 3 members from each organization to contribute job openings for the service. Sue estimated it would take approximately \$200 to begin the service in January, 1985, to continue through June 30.

\$200 Allocated
to begin Placement
Service in January,
1985

- (M) Fillyaw: To budget \$200 to begin the Placement Service in January if we find 3 members
(S) McKewon: as contributors.

PASSED

X. Oregon Request for Funding

Oregon special
request approved

Carole reported that a request for special funding came after the July board meeting from JoAnn Cooper, Oregon State Director, asking for \$365 to cover her expenses to attend the meeting of the Oregon Developmental Studies Organization (ODSO). Karen reported that there are presently 27 members in Oregon and membership is growing. The board felt this alliance with ODSO would further strengthen our membership.

(M) Smith: To amend the budget to allow for the allocation of \$365 to Oregon.

(S) Fillyaw:

PASSED

XI. Journal of Developmental Education

Journal of Developmental Education not be a benefit of WCRLA membership

Carole reported on a request from Hunter Boylan, NADE past president, to have the NADE journal, the Journal of Developmental Education be a benefit of WCRLA membership. He also requested WCRLA contribute to this publication. The board was reminded that NADE also made these requests at our conference in San Diego and it was denied at that time.

(M) Smith: At the present time, WCRLA not consider the Journal of Developmental Education

(S) Fillyaw: a benefit of membership.

PASSED

Hunter was encouraged to submit articles to the Journal of College Reading and Learning.

The meeting was adjourned at 3:10 p.m. PDT.

Respectfully submitted,



Suzanne McKewon,
Secretary

SMK/bi

Attachments

These minutes have not been approved.

SUMMARY OF
WCRLA BOARD MINUTES
TELEPHONE CONFERENCE CALL
September 13, 1984

Board Members Present: Carole Bogue, President; Suzanne McKewon, Secretary;
Harold Fillyaw, Treasurer; Karen Smith, Past President.

I. Corrections of Minutes

The minutes of July 27-29, 1984 were approved as corrected.

II. Nominations for Next General Election Approved

Candidates for President-Elect are:

Wes Brown, Calif. State University, Hayward

Vince Orlando, Metropolitan State College,
Denver, Colorado

Candidates for Secretary are:

Jacquie Grose, Western Nevada Community College

Jane Lehman, Elgin Community College, Illinois

III. Site Selection

President Bogue will pursue and finalize plans for the 1986 conference at the University Hilton Hotel in Los Angeles, CA.

IV. Sue Brown Elected President-Elect

Results of the special election were 237 "ayes" of 241 ballots received to suspend the bylaws allowing for the special election. Sue Brown of New Mexico State University, Las Cruces, was elected.

V. Funding Request Form for SIG Leaders and Committee Chairs was Approved.

VI. Job Placement

The board voted to allocate \$200 to the new Placement Service to begin in January, 1985. Three members are needed to contribute jobs.

VII. Oregon Special Request

A special funding request from Oregon was approved allowing JoAnn Cooper, the Oregon State Director, to attend the ODSO meeting.

SUMMARY OF
WCRLA BOARD MINUTES

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VIII. NADE Journal Cooperation

The board denied approval of a suggestion to make the Journal of Developmental Education a benefit of WCRLA membership. Shared contribution of articles was encouraged.

Respectively submitted,



Suzanne McKewon,
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SMK/bi

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Secretary

SMK/bi

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SUMMARY OF MINUTES

WCRLA BOARD MEETING

July 27-29, 1984

- I. The Secretary is still attempting to locate the corporate seal. The corporate report for fiscal year 1983-84 was filed.
- II. The Treasurer's records officially were transferred from Carrie Walker to Harold Fillyaw.
- III. The Treasurer's report was accepted. The Treasurer is to keep copies of correspondence and bills paid for 2 years after term of office ends.
- IV. Beryl Brown, President-Elect, resigned her position with WCRLA because of a move to the East. A special election is to be held in the fall to fill the position. The election committee's slate of candidates for President-Elect include Sue Brown, New Mexico State University; and Lucy MacDonald, Chemeketa Community College, Oregon. A suspension of the bylaws was approved to allow for the special election.
- V. Mitch Kaman, appointed Program Chair for the 1985 Denver Conference, reported on his progress to date, including rough drafts of the first Call to Conference, budget, program, and conference brochure.

Plans are underway for an open Minority Affairs luncheon, leisure tours, "Issues and Answers" forum, extra hospitality functions, and much more. Speakers' honoraria were raised from \$800 to \$1,000.
- VI. A database is planned for use at the conference to keep track of registration, refunds, and many other aspects of the conference.
- VII. The 1985 Conference budget was accepted. Dinner menu items include:
trout at \$16, chicken at \$15, and prime rib at \$21.
A seated brunch was chosen at \$7.50.
Airport transfer will be \$3.50 per person by limousine.
Room rates will be \$70-single; \$80-double; \$9--triple; \$100-quadruple.
- VIII. Bylaws changes are being considered for review in Article VII, Parliamentary Procedure. These are the changes not voted on during the 1984 Conference.
- IX. The Treasurer's books were audited.
- X. An IRA-WCRLA joint session was suggested for the next IRC Conference. Suggested participants were Garr Cranney, Frank Torres, and Theria Beverly.
- XI. A final review of all WCRLA job descriptions is underway. These will be displayed at the registration table at the Denver conference so that those interested can find out what each job involves.

SUMMARY OF MINUTES
WCRLA BOARD MEETING

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- XII. The name of the Minority Affairs Advisory Committee has been changed to Multicultural Affairs Committee (MAC) and will consist of from 5-7 people. A larger SIG group may be formed addressing minority ESL, learning disabilities and other concerns.
- XIII. Karen Smith reported on new information on progress and expenditures of State/Province Directors during this year. New flyers with membership forms attached are going out to State/Province Directors. Vacancies exist in directorships of N. California and British Columbia.
- XIV. The JCRL and earlier Proceedings are to be included in ERIC.
- XV. Conference sites for 1986 and 1987 conferences are still pending. Southern California, Tucson, Houston, and Albuquerque are all being considered.
- XVI. Authorizations for reimbursement forms will be signed thus:
- A. Officers (except President) by President
 - B. State/Province Directors - Past President
 - C. SIG Leaders - President
 - D. Editors - Treasurer
- XVII. WCRLA-NADE Placement Service was postponed until July, 1985 due to lack of confirmation by NADE.
- XVIII. Carole Bogue agreed to write an article for the Newsletter, explaining the budget process and citing examples from the current budget.
- XIX. WCRLA-NADE cooperation on software evaluation SIG will be accomplished through Lucy MacDonald. She offered to share two personal addresses for computer systems. These are:
- on the source: BBC956
 - on compuserve: 75755, 717
- She was thanked for her generosity.
- XX. The 1984-85 Budget was approved.

Respectfully submitted,



Suzanne McKewon,
Secretary

These minutes have not been approved.

SMK/bi