

The International Literacy Association Board of Directors met on Wednesday, February 17, 2021, at 1:05 P.M. Eastern Standard Time via Zoom and opened with a welcome from President of the Board Stephen Peters. In addition to Stephen Peters, in attendance were Rob Tierney, Vice President, Kathy Headley, Immediate Past President, and Members-at-Large Kenneth Kunz, Wendy Carss, Juli-Anne Benjamin, Kia Brown-Dudley, Laurie Sharp, Rachael Gabriel, Helen J. Perkins, Annette Kiberu, and Danielle Dennis along with ILA Executive Director Marcie Craig Post and Director of Finance Debbie Harris.

K. Headley, Chair of the Nominating Committee, provided a brief update on the Board election process, noting that the committee is on track for completion of its charges in a timely fashion. She reported that the committee had completed their assessment of candidates and would be moving on to the process of conducting interviews.

The minutes of the meeting of the Board of Directors held on November 18, 2020, were presented and L. Sharp motioned they be approved. K. Kunz seconded the motion. The motion passed with all in favor.

Resolved: The International Literacy Association Board of Directors approves the minutes of the regular meeting held on November 18, 2020.

D. Harris provided a financial report noting that as of the end of January, ILA had generated \$1.7M revenue against an expense of \$2.3M. She also reported that ILA had received notice of forgiveness for the May 2020 PPP loan and that these funds, which were recorded as a liability, are now recorded as revenue. As a result, ILA is within \$32K of the budgeted deficit.

Settlement on the sale of property located at 800 Barksdale Rd., Newark, DE, was executed on January 29. D. Harris reported that a consultation was held with ILA's Glenmede financial advisor to determine the best use of the net funds from the sale of the property and that it was recommended that ILA pay off the line of credit, because interest paid on the line is higher than the yield on short-term fixed income at this time, and invest the remainder of the proceeds.

R. Tierney, Chair of the Finance Committee, then presented a recommendation from the committee on the use of the net proceeds from the sale of the property. Discussion of the matter included provisions of the PPP for the covered loan period, the effect that staffing changes may have on the forgiveness rate and payback of the loan, and the impact on fiscal years and how the loan is booked. A motion was made by R. Tierney and seconded by K. Brown-Dudley in regard to the Finance Committee recommendation, and the motion passed unanimously.

Resolved: The International Literacy Association Board of Directors approves the recommendations of the Finance Committee to:

- *Pay off the \$1.5M line of credit from net proceeds from sale of property.*
- *Invest \$749,000 per recommendation from investment manager.*
- *Proceed with an application for receipt of the maximum amount of \$393,000 from the US Paycheck Protection Program.*

W. Carss, Chair of the Global Committee, noted the approval of the MOU with CODE on February 1. A. Kiberu and W. Carss have been in discussion with CODE regarding the partnership project, which includes a focus of literacy, teacher education, and health literacy. She also reported that the Global Committee is developing revised guidelines for regional chairs, which will go to the chairs for comment. The committee is also deliberating opportunities for regions to engage together.

Chair of the Program Committee K. Kunz reported that the committee met January 27 with ILA staff and reviewed data from digital programs and ILA Next. The committee also reviewed and discussed culturally responsive literacy materials from journals and digital events to be developed into resource bundles. He went on to report that these bundles will include a practical guide for school leaders that will guide how they can be used. The resource bundles will include exercises, learning goals, sets of activities, and assessment of learning goals.

K. Brown-Dudley, Chair of the Policy Task Force on Anti-Racism, Social Justice, and Equity, reported that the committee had two meetings since November and is reviewing documents to come up with recommendations to bring to the Board.

S. Peters reported that the Planning Task Force would be holding its first meeting tomorrow and that he and R. Tierney will be cochairing the task force. The purpose of the task force is to develop a two- to three-year plan and to bring the plan to the Board in April.

In other business, S. Peters noted the need to appoint a Board liaison to support the work of the journal editors. D. Dennis and J. Benjamin offered to serve as liaisons.

There being no other business, the meeting was adjourned at 2:11 P.M.