



Executive Board Meeting Minutes

Location: Zoom - <https://us02web.zoom.us/j/86407146144>

Date: Thursday, June 29th

Time: 2:00 pm (central time)

Attendance: Molly Struve, Sue Wickham, Mike Cagley, Amy Moffitt

I. Review of IOSS meeting minutes from 5-16-23

- Approved by Sue W.
- Second by Mike C.

II. Financial & Budget Updates

- Iowa Chapter Insurance
 - \$200 paid for 2023-2024
- Account Status Update & Future Financial Stability (*please view document*)
 - Summary: Only source of revenue is the conference. One suggestion is to increase conference fees. Also, increasing conference attendance is crucial to long-term success of IOSS. We could also explore other options for a conference, for example, online/virtual or alternate years of having a face-to-face conference.
 - Mike and Molly also decided that their home college can pay for NOSS membership in upcoming years, instead of having IOSS pay this (\$80 savings per person).

III. Recruiting/Increasing Numbers

- Explore options to increase involvement and exposure for both IOSS and NOSS
- Update contact lists for each college to focus on the people who are working in developmental education or other academic success areas.
 - o Molly will use other mailing lists to update
 - o May send out for suggestions at a later time... whole group can update

IV. Awards reminders

a. Outstanding Service to Students

- No applications at this time
- Extended deadline to August 1st

b. Student Scholarship Winner

- Initial vote ended in a tie between Boom Guo Ming Nicholas and Nikita McNamee.
- Please email Molly your final vote, choosing between the top two.

V. 2023 Conference Planning

A. Date: November 2-3, 2023

B. DMACC – downtown campus

C. Keynote:

a. Brenda Clark Hamilton

i. “Who are you impacting?”

From Brenda’s website: *This fun, interactive session will have you laughing, and leave you thinking, about the impact of your words, actions, and attitudes on each person you encounter— in your workplace, at home, and in your community.*

D. Food options

- There are several options for food, either through local caterers or DMACC
- *Please view the “Local Catering Options” document and the “DMACC Catering Menu”*
- We will discuss our top choices at the next meeting.

E. Theme options

- Molly will work on logo to go along with keynote topic

F. Lodging

- Committee agreed to offer suggestions of hotels near the venue but will not book a block of rooms or have a main hotel for attendees

G. Call for Proposals

- Molly will update and email to various lists
- Sue will add to website

H. America Reads School

- Stowe Elementary in Des Moines (<https://stowe.dmschools.org/>)
- Sue is working with school to begin setting up classroom Amazon requests

VI. Reader's Corner

- Next edition will be released in September
 - o Will include information about the conference, America Reads school, and NOSS information

VII. Next Meeting

- **Thursday, July 27th at 2:00 pm**