



**Board of Directors Meeting
MINUTES
December 8, 2012, 10:00 A.M. (EST)
Cathedral High School, Indianapolis, IN**

Minutes from IFLTA Meeting: 12/08/12

In attendance: Rhonda von Werder, Darlene Lankenau, Gary Spurgin, Nancy Tilka, Olga Mounayar, Julie Canady, Beth Moller-Tank, Kathy Darnell, Israel Fernando Herrera, Pauline Yang, Allen Kidd, Mercedes Muniz-Peredo and Beate Westerhouse

I. Call to Order (Introductions)

Rhonda Von Werder called the meeting to order at 10:20am

II. Secretary's Report: Olga Mounayar

Randa Duvick moved to accept the Aug. 11, 2012 minutes as written and Allen Kidd seconded the motion. Motion passed.

III. Treasurer's Report: Julie Canady

Julie distributed copies of the treasurer's report.

Nancy Tilka moved to accept the first page of the treasurer's report. Darlene seconded the motion. Motion passed.

IV. Conference Reports

A. Overall: Rhonda said that we would like a better breakdown of information about the attendees such as how many members from different languages attended the conference.

Darlene Lankenau handed out copies of the conference survey. Darlene said that 102 surveys were filled out. Last year there were 64 surveys returned. So, it did help to get more input from attendees when the survey is online. Written comments were discussed by the whole group.

B. New Teacher Night: Nancy thanked the presenters: Kathy Darnell, Janet Holzer, Jill Woerner, and David Rosenbaum. Last year, thirty participants attended the

event and this year there were thirty-one. Contacting methodology professors was a really good idea. Kathy said that snacks were a better choice than a whole meal. Nancy pointed out that grant attendees do not pay registration fees to the conference however they do pay for the Thursday night workshop. She suggested that we should possibly fund that. Rhonda made a motion to change the price for all new teacher attendees to \$10 per attendee for Thursday night workshop. Allen moved to accept the motion and Darlene seconded. The motion was unanimously approved.

Kathy suggested that due to time constraints, the team of presenters should have one presenter in charge and that he or she would keep time so there is ample time for all presenters to give their presentations.

C. Best of Indiana: The following were finalists for Best of Indiana: Israel Fernando Herrera, Matt Miller, Gary Spurgin/Steve Ohlaut and Ricky Baron. Tresors de Trucs pour Toi by Gary Spurgin and Steve Olhaut was voted as BEST of INDIANA to be presented at Central States in St Louis, MO in 2014.

D. Expenses: Julie Canady referred to the registration report page of the treasurer's document. It was suggested that in the spring we should be checking into the hotel invoice to clarify some concerns in the way the invoice/bill was sent. Several emails and other communications were sent. Julie will be checking up on the bills and invoices before tax time. Julie asked Darlene and Rhonda to help her out with pursuing the invoice with the hotel and making sure it is correct.

Allen pointed out that the expenses for the credit card was quite high at 5% but Nancy, Rhonda and Julie said that it was a necessary expense as numerous members use their credit cards to pay for the conference.

Julie announced that May 16 will be the next date for maturity for the 12 month CD.

E. Exhibitors: Kathy showed a final report for 2012 IFLTA Exhibits. She said that she ran into the problem of changes in contacts, the economy, etc... as a result fewer vendors have attended the conference. Beate pointed out that some presenters were selling materials at one of the presentations she had attended at the conference. It was suggested that the rule of "no selling of products" during presentations should be reinforced and that a line should be added on the call for proposals and the exhibitor contracts regarding the "no selling" policy during presentations and sellers will be directed to exhibits. Kathy and Darlene will be cross-referencing the info.

Kathy shared that the exhibitors' raffle did not go as well as planned even though the raffle was moved, from previous year, to before lunch. Nancy suggested having it in the program in addition to the flyer. Another suggestion was to increase the length of raffle time before the Saturday lunch.

Kathy will send a "save the day" card late in the spring to all exhibitors.

Nancy clarified that in case more exhibitors attend next year, then we could move them into the University Night room and move University Night to another place.

F. Creative projects: Rhonda said that some people complained that we were not giving more awards to Creative Projects. A discussion ensued about possibly asking local businesses (Walmart, Meijer, Target) to donate gift cards. This idea will be presented to Sylvia Hyde at a later date.

G. Poster Contest: Concha Marin is now in charge of this contest.

H. Teacher of the Year: Clarifications were made about what the language constituents were awarding their winners. Some winners are awarded plaques from the constituent group and some are not. Gary suggested keeping the information updated on the awardee information on the website. It was discussed that calling of the winners at the will be done differently during the luncheon. Constituents should be reminded about having consistency from year to year.

I. Attendance Grants: Nothing to report at this moment.

J. Website Manager's Report: Carol could not attend. It was shared that she was wondering if it is still worth sharing the conference handouts on the website. She has been receiving very few handouts. It was decided that this service is important but it needs to be pushed better explained prior to the conference to all presenters and have a follow-up after the conference.

V. Old Business

A. ACTFL Delegate Report: Nothing to report

B. Strasheim Scholarship: Nothing to report

C. Mentoring Committee: Rhonda reported that many new teachers have been enthusiastic about it.

D. CSC Updates: CSC is in Columbus, Ohio in 2013 and Jill will give out information at a later date.

VI. New Business:

- A. 2013 IFLTA Conference Theme & Keynote: Darlene shared several possible theme ideas: Power up with Languages, Fuel Their Future with Languages, Fall in Love with Languages, Connecting our World... One Language at a Time, Languages Make a World of Difference!, Make the Connection with Languages. The theme selected for 2013 is: Fuel Their Future with Languages. Keynote Speakers: Darlene suggested several possible speakers and she will contact them to make a final decision based on price and availability.
- B. Central States Conference, Columbus, Ohio
 - 1. IFLTA Delegate: Darlene Lankenau
 - 2. IFLTA Leadership Academy: Israel Herrera from IU
 - 3. IFLTA Conference/Extension Workshop Attendee: ??

- C. Spring 2013 Newsletter: Beate Westerhouse would like members to send articles and photos for spring newsletter earlier. She also shared that she has received another request for advertising in our newsletter.
- D. Small Grants Applications: Rhonda shared that we did receive a small grant application from Angelika Becker. Allen moved that we accept the request and Nancy seconded the motion. Motion passed.
- E. Conference Fees: Due to time constraints at the meeting, Nancy pointed out that if we are going to raise the fees for the conference, we will need to discuss and vote on it via email prior to the Call for Proposals and updated registration materials for 2013 appear on the website. When the Call for Proposals is announced, all registration forms should be updated on the website.

VII. Constituent Organization's Reports (Constituent Workshop Feedback; Upcoming Events, Other)

AATF: Jessica Sturm: Gary Spurgin reported on her behalf. The constitution for Indiana AATF is being revised. Since university members are no longer as active as in the past, the new constitution will reflect that. He also announced that 30 door prizes were given out at the business meeting during the IFLTA conference
AATF-NW IN: Randa Duvick: The ongoing, once a month, immersion events continue.

AATG: Beth Moller-Tank: Nothing to report

AATSP: Andy Goodwin: Israel reported on his behalf. The new date for the Spanish Contest is 3/9/13 and will be in Franklin, Indiana.

AITJ: Allen Kidd: Dual Credit and AP for Japanese classes were discussed at the conference business meeting.

ICLASS: Pauline Yang: The date for the annual Chinese fair will be announced at a later date.

ICC: Nothing the report

IN-NELL: Mercedes Muniz-Peredo: The 2012 workshop has been rescheduled for 3/2/13 and Jill Woerner will be the presenter.

VIII. Announcements

Meeting Dates for 2013:

- Sat, March 9, 2013 (Cathedral High School, Indianapolis, IN)
- Sat, May 4, 2013 (Cathedral High School, Indianapolis, IN)
- Sat, August 3, 2013 (Cathedral High School, Indianapolis, IN)
- Thurs, October. 17, 2013 (conference board meeting, Sheraton)
- Sat, October 19, 2013 (conference business meeting, Sheraton)

Meeting was adjourned at 2:30pm

Respectfully submitted for approval by Olga Mounayar, IFLTA Secretary

