

AGENDA FOR CRLA BOARD MEETING
Friday, September 8, 2006 4:00 EST
Conference Call

- 1. Call to Order- Valerie 3:00 p.m. (or Sharon if needed)**
- 2. Appointment of Vicki as Parliamentarian (or Sharon)**
- 3. Approval of the Agenda - Valerie 3:05 p.m.**
- 4. Approval of the Minutes - Dorothy 3:10 p.m.**
- 5. Treasurer's Report - Ann 3:20 p.m.**
- 6. SIG and State/Region/Chapter Report - Russ 3:30 p.m.**
- 7. Membership Coordinator Report - Vicki 3:50 p.m.**
- 8. Newsnotes Editor Report - Anne-Marie 4:00 p.m.**

OLD BUSINESS

- 9. 2006 Conference Report - Sharon 4:10 p.m.**
- 10. 2007 Conference Report – Rick**
- 11. Follow Up on Action Items from Retreat - All**
- 12. Continuation of Appointments – Valerie**
 - Selection of CAS Committee Members**
 - CAS-Representative (formal approval)**
 - CAS Committee member Mary Wislocki**
 - PALS-**
 - Executive Assistant**
 - Political Action**
- 13. 2009 Conference Report - Valerie**

NEW BUSINESS

- 14. Conference Registrar Report - Pat (she will join the call @ 5:00 EDT p.m.)**
- 15. Awards and Scholarships Report - Jane (she will join the call @ 5:20 EDT p.m.)**
- 16. Announcement of ACDEA Fellows- Valerie**
- 17. Awards for Robert Griffin, Karen G. Smith, and Long and Outstanding Service Award - Voting members Executive Session**
- 18. Adjournment**

COLLEGE READING AND LEARNING ASSOCIATION

BOARD MEETING

DATE: Friday, September 8, 2006 4:00 E.S.T.

LOCATION: Conference Call

MINUTES (Draft)

MEMBERS PRESENT: Valerie Smith Stephens, President; Sharon Taylor, President-Elect; Russ Hodges, Past-President; Ann Wolf, Treasurer; Dorothy Bonser, Secretary; Vicki Papineau, Membership Coordinator; Anne-Marie Schlender, *NewsNotes* Editor; Rick Sheets, Incoming President-Elect **GUESTS:** Pat Jonason, Conference Registrar; Amy Dugan, Dugandata

1. **Call to Order** President Valerie Smith Stephens called the meeting to order at 4:04 E.S.T.
2. **Appointment of Vicki Papineau as Parliamentarian** Valerie appointed Vicki Papineau to serve as Parliamentarian in Karen Agee's absence.
3. **Approval of the Agenda** The following requests were made to add tabled items from the August Board Meeting to the Agenda: to further discuss presenting a thank you gift to Saul Epstein; to open discussion on Lance Ong's request to publish a portion of Karen Agee's review of his book; and to discuss suggested change in credit card policy. Valerie agreed to add the thank you gift for Saul Epstein under Old Business, the book review under New Business, and credit card policy under the Treasurer's Report. Anne-Marie Schlender asked that the *NewsNotes* Editor's report be given early in the meeting. Valerie moved the Anne-Marie's report to appear before the Treasurer's Report. It was also noted that Russ Hodges, State/Regions/Chapter and SIG Coordinator, had informed the Board that because of a conflict in his schedule, he may not be able to attend the entire meeting.

MOTION: That the Agenda be approved as amended. Dorothy/Ann. MOTION PASSED.

4. **Approval of the Minutes** Dorothy had electronically sent to the Board Members suggested changes for the August 11, 2006 Minutes for examination. Those changes were discussed, and the following motion was then made.

MOTION: That the August 11, 2006 Minutes be approved as amended. Dorothy/Russ. MOTION PASSED.

5. **NewsNotes Editor's Report** Anne-Marie reported that she had purchased a six-mega-pixel digital camera for \$199 and an eighty-picture memory card for \$19.99. After consulting with Valerie and in agreement with Treasurer, Ann Wolf, that there was money available, Anne-Marie also hired a proofreader, who will be paid \$10.00 per hour to help her proofread the final copy of the newsletter before it is sent to Amy Dugan for publication. The proofreader will assume her duties with the post-conference issue. Third, Anne-Marie reported that she had designed a publication schedule which projects content for each issue of *NewsNotes* for the rest of the year. The following are areas of focus for each of issues: January – membership, March – conference proposals and updates from the spring Board Meeting, August – call to conference, and November – the annual conference. Anne-Marie will send a list of the areas of focus plus the regularly featured articles for each issue to Board Members. She asked the Board for feedback on the articles she has proposed and for additional ideas. She hopes that having the publication schedule will help her delegate the

writing of the focus and featured articles to the members of the Editorial Board. Anne-Marie also hopes to recruit two or three more members for the Editorial Board at the conference in October. She intends to have a member of that Board write an article featuring Gene Kerstiens and Frank Christ in the January issue.

Questions were asked about the function of the Editorial Board and possibly changed job descriptions for the Editorial Board Members. Anne-Marie stated that she will get the job descriptions for the *NewsNotes* Editor and the Editorial Board from Karen Agee, will examine them, and decide if changes need to be made to correspond to the duties she proposes. It was also questioned whether adding more people to the publishing process (Amy Dugan and a paid proofreader) might complicate the publishing process. Anne-Marie stated that hiring a proofreader would free up the Editorial Board, who have been doing most of the proofreading, to generate more articles, such as those derived from interviews with early members of CRLA, noteworthy members of the organization, and people who have contributed to the fields of Developmental Education and Learning Assistance. Anne-Marie agreed, when the importance of a professional newsletter was mentioned, that it would be a good idea to add more informative content to *NewsNotes*.

Anne-Marie will email Amy Dugan to see whether Amy wants photographs to be sent to her via card, CD Rom, or another method, and how to best get them to her quickly.

6. **Treasurer's Report** Ann reported a certificate of deposit total of \$185,571.26. The total income for the month of July was \$12,747.38 and total expenses for the month were \$12,149.11. The income for the month of July was \$598.27. The total assets for the month of July 2006 were \$318,185.47. Since Ann hadn't received the Conference Treasurer's Report until the morning of this Board Meeting (Rosemary Karr could not send her report to Ann until she had received the bank statement for the conference treasury), she will give the August Treasurer's Report to the Board at the next meeting in October. Ann hopes to have the September Treasurer's Report at that time as well.

Ann reported that she has not received membership information from Amy for August. Vicki reported that Amy had sent that information—twenty-four memberships—August 28. Ann expects membership information from September, October, and November to be sent via the Conference Registrar, Pat Jonason.

Vicki asked Ann if it had been clarified that monies for membership and the conference store would be removed from the conference funds before the profit is divided between the sponsoring organizations. Ann said that it had not been, and she suggested that the Board vote on that at the next meeting so that CASP is aware that those monies can't be part of the profit. Ann noted that Scholarships and Awards funds should also not be a part of that profit. Vicki recommended that Ann and Valerie go through the conference totals and decide which monies should be removed before dividing the profits with CASP. Ann will also examine Pat Jonason's conference notebook for 2005 to mark line items which should be withdrawn and will share that information with Valerie September 13 or 14. It was suggested that an agreement be put in writing and sent to CASP. Ann will design a letter to be sent to CASP, but would prefer that Kate Sandburg's husband, CRLA's pro bono attorney, look at it before it is sent.

MOTION: That the July 2006 Treasurer's Report be approved. Ann/Dorothy. MOTION PASSED.

The July End of Month Balance Sheet is attached to these Minutes.

Ann had electronically sent a proposal for credit card use to the Board for examination. The policy which Ann is proposing is as follows:

The current CRLA President and Treasurer may receive debit/credit cards, if available, from the CRLA operations account after completing the credit card use form.

Use of a CRLA credit card or debit card is restricted to expenses (a) directly consequent to CRLA responsibilities, (b) approved and budgeted by the CRLA Board for that Board member's official use, and (c) not to exceed the amount budgeted, unexpended, and still available to that Board member. Receipts and reimbursement forms will be submitted to the treasurer within 45 days of the expenditure.

Expenses disallowed after the fact by vote of the Board will be due and payable to CRLA within 30 days of the Board's vote.

MOTION: That the policy for credit card use be accepted as presented to the Board. Ann/Dorothy. MOTION PASSED.

Ann forwarded Gladys Shaw's recommendation that the designated Board members use a credit card rather than a debit card. Vicki questioned whether any credit card holder needed to be bonded, a question that Ann will take to Gladys.

Copies of "Policy for Use of CRLA Credit/Debit Cards by Members of the Executive Board," "CRLA Credit Card Use Agreement," and "Board Credit Card Use Form—CRLA Credit Card Only" are attached to the September 8, Minutes.

- 7. Membership Coordinator Report** Vicki noted that she will respond to the retreat notes on the membership initiative. She had just received a copy of the notes and will inform the Board of any actions that have been taken which may overlap some of the suggestions for increasing membership.

Vicki reported the good news that membership numbers are up. As of September 1, CRLA has 1062 members, a number which does not include memberships received with conference registration. This compares to 1015 on September 15, 2005.

- 8. SIG and State/Region/Chapter Report** Ann Wolf forwarded to the Board for Russ Hodges two items for the Board to consider. (Ann wanted to make sure that the items were addressed as Russ had asked her to introduce them in the event that he would not be in attendance to make his report.)

a. Ohio Valley requested support of their collaboratively sponsored conference with OADE. The money would be apportioned \$300 for half of the cost of the keynote speaker, \$100 for food, refreshment and entertainment at the opening session, and for \$200 printing, mailing technical, and other miscellaneous fees. Discussion ensued about requesting that CRLA be recognized in their printed conference materials and brochures.

MOTION: To approve funding of up to \$600 for the Ohio Valley October 2006 Conference. It was requested that CRLA be recognized as a co-sponsor of the event in conference program and brochures. Ann/Dorothy. MOTION PASSED.

The Board asked that Russ contact Sandie Crawford, Ohio Valley Director, to make sure that CRLA is recognized as a co-sponsor of the conference. Ann is emailing the proposal from the Ohio Valley group to Valerie.

b. The request was made that the Board financially support Lucy MacDonald's representation of CRLA at the Mid-South regional conference September 29, 2006, in Wingate, North Carolina. Funding would cover Lucy's plane ticket (\$300), and meals (\$100), if needed.

The Board agreed that each conference attendance request be offered to Board Members and ex officio Board Members first and that at the Board meeting October 21, then President, Sharon Taylor, set up an agenda for Board representation at the Winter Institute, NADE, and other known conferences. At the February Board Meeting, Vicki Papineau will have a chart of upcoming conferences, and Sharon will ask Board Members for their attendance preferences. President-Elect Rick Sheets noted that it is important that he and other Board Members know well ahead of time when ACDEA and other conferences are so that attendance can be scheduled well in advance.

The following motion was then made.

MOTION: That the Board support Lucy MacDonald as the representative of the CRLA Board at the Mid South regional meeting September 29, 2006, by approving up to \$400 for travel and meals. Ann/Dorothy. MOTION PASSED.

c. After his return to the conference call, Russ reported that the SIG Leader for the Learning Disabilities SIG is very ill and will not resume her leadership of the SIG until after the end of the fall semester. Russ told the Board that he would like to hold the position open for her. Valerie noted that she had sent flowers to her.

d. Russ also reported that Rick Sheets, CRLA President-Elect, had resigned as director of the Arizona state group and that Penny Turrentine had agreed to take over that leadership role. Russ thanked Rick for leading the Arizona group and then formally appointed Penny as the new director.

e. Russ told the Board that he will send an email to SIG and state leaders welcoming them to the conference and informing them of conference events that are of significance to them.

9. Report from Amy Dugan of Dugandata Amy Dugan reported that in order to meet printing deadlines for final copy for the program she still needs the following information for the conference program. She needs information about McGraw Hill—if they bought an ad and if they are sponsoring the Cyber Café, and she needs a list from Linda Russell for the advertising Linda has sold. Amy has looked at last year's program and is having to make assumptions from the 2005 program about the information that is still missing from the 2006 program. Since both Amy and Sharon have been unable to reach Linda Russell to obtain the information, Ann suggested that Amy contact Rosemary Karr, Conference Treasurer, to see if she has information about the ads that have been sold. It was noted that last year, Bill Horstman sent a chart of all of the advertising that had been sold. He sent Amy a spreadsheet of the advertisements sold and whether they were a full page, half page, or a sponsorship. It was suggested that Linda be contacted at home to get this critically needed information. Amy emphasized that she wants to make sure that the organizations who have paid for ads get their ads printed. Amy had hoped to have final copy by Sunday, September 10, to send to the Board for proofing and returned to her by September 14 so that she could send it to Alan Constant.

Sharon noted that Alan has a staff of eight proofreaders to look at the copy after it is returned from the printers.

Amy also reported that she is missing an ad from NCLCA. Russ noted that since their conference is in September, they may just want to advertise their organization or their Summer Institute. Amy stated that if she receives nothing from NCLCA, she can download their logo from the Internet.

She also requested information about the entertainment group for the Awards Banquet from Alan. If no information is forthcoming, Amy will have to print the conference program without this information.

Amy requested information about the location of events. Sharon noted that the Author Signing will be held in the Exhibit Hall. It is not yet known who is sponsoring the event. Amy has recorded the change of the location for the Hospitality Suite several times in all places in the conference program and hopes that the last location given to her is the correct one. Sharon supplied information to Amy about change of numbers/letters of sessions and institutes and corresponding room assignments and the dropping of some sessions.

Amy also requested that she receive a list of chairs of sessions from Anna Crockett. Amy will send Anna a spreadsheet of the sessions and institutes so that Anna can add the chair information and get that copy back to Amy.

Sharon noted that she sent an apology to Houghton Mifflin to address their earlier concern about a lack of communication about their sponsorship of conference advertising and events, but she has found no ad from them. Russ suggested that Sharon check with Maggi Miller.

The Board recognized the importance of Amy's presence at the conference and made the following motion.

MOTION: To support funding for travel and meals for Amy Dugan to attend the 2006 CRLA Conference. Russ/Ann. MOTION PASSED.

Valerie thanked Amy for her conscientious work and for attending the September Board Meeting. Amy thanked the Board for their support.

OLD BUSINESS

- 10. Gift Card for Saul** The Board informally agreed at the August 11 meeting to recognize Saul Epstein for his work in designing the conference registration forms and database which were placed on the CRLA website. The suggestion that the Board give him a \$200 American Express or similar gift card was made and the following action was taken.

MOTION: That the Board recognize Saul Epstein of Johnson County Community College with a \$200 American Express or similar type of gift card for his fine work in designing the 2006 conference registration forms and database. Dorothy/Ann. MOTION PASSED.

Ann will send Pat Jonason a check for the purchase of the gift card for Saul with the amount coming out of the Operations Budget.

- 11. 2006 Conference Report** Sharon presented the following conference "housekeeping" issues and questions:

a. The meeting with hotel administration, Valerie, and the CRLA and Conference Treasurers will be Monday, October 16 at 2:00 p.m.

b. Alan Constant is meeting with Karon Mathews and Linda Callen about room assignments and AV needs. Sharon questioned whether the SRC and SIG meetings usually require AV equipment. It was agreed by several members of the Board that other than the Technology SIG, the other groups usually do not use AV equipment. Russ also questioned if those in charge of AV equipment are maximizing use of the equipment in scheduling room assignments for sessions and meetings. Sharon said that Linda Callen is working on this. Russ suggested that Sharon place the Technology SIG in a room that is scheduled with AV equipment, make any room assignment adjustments, and send any change in room assignments to Amy.

c. Sharon asked Pat Jonason how registration for the Texas participants would be handled. According to Pat, registration for the Texas participants will be set up in the common registration area. Pat further stated that for every Texas member, she is putting a note in the registration envelope that will include the membership form for TxCRLA and TADE as a reminder for them to sign up at the conference. The outside of their envelopes will be stamped with a reminder to walk over to the Texas registration table to obtain their membership. Pat added that the CRLA Conference Registrar should technically be receiving no money for Texas memberships. Rosemary Karr did send \$10 with her conference registration perhaps just to see how the system will handle that transaction.

d. Mary Ann Greenlees, the Hospitality Chair, has requested an advance for the purchase of supplies for the Hospitality Suite. Ann Wolf noted that CASP has advance purchase forms to make this kind of request; whereas, CRLA does not, so Ann suggested that Sharon come to the Board with the request. Ann did note that Rosemary Karr, Conference Treasurer, has \$16,000 seed money, so the suggestion was made that Mary Ann Greenlees' funding for the Hospitality Suite should come from that. The Board agreed that the money be taken from the conference seed money.

f. There is still a question about who is staffing the Hospitality Suite. Russ suggested that Sharon contact Carol Dochen to help Mary Ann, Ann Rodgers, and Sharon Haigler.

g. The Media Advisory Board has requested funding for their luncheon meeting, Thursday, October 19 at noon in the hotel restaurant. Ann noted that the funds are available in the Media Board's budget. Sharon will let Jeanne Higbee know that the meeting has been scheduled as requested and that it will be funded under their budget. Russ suggested that Valerie meet with the Media Advisory Board before their meeting to discuss issues which they earlier sent to the Board. Valerie agreed to do so, and she will make those issues a CRLA Board agenda item. The Board wishes to thank the Media Advisory Board for their commendable work in establishing the committee.

Dorothy will forward the Media Advisory's Board's communication with the Board from previous Minutes to Valerie.

Rick Sheets will attend the Media Advisory Board's Thursday noon meeting, and Valerie and Sharon intend to be present for a short time as well.

12. 2007 Conference Report Rick Sheets reported that Skip Downing is available to be the keynote speaker Thursday, November 1, for the 2007 conference. Rick stated that

Downing's usual focus is empowering learners and engaging students. Downing's charge for one-day's participation at the conference is \$3400 for providing the keynote address and other conference activities which will be determined later (a session, and a follow-up meeting with the Board meeting were ideas that Rick suggested). Russ suggested that Rick may want to set up a place and time where conference attendees might buy signed copies of Downing's books. After an enthusiastic response from the Board, the following motion was made.

MOTION: To allow Rick Sheets to secure Skip Downing as the 2007 CRLA keynote speaker Thursday, November 1. Russ/Ann. MOTION PASSED.

Rick will draft a formal letter of acceptance as an email attachment on CRLA letterhead to send Downing, and he will give Amy information about Downing so that she can include that information in the 2006 conference program.

Rick further reported that he would like feedback from the Board on the proposal submission form for the 2007 conference, which is already set up on the conference site. He would like to announce at the 2006 conference that the proposal form is available to be used for submissions until March 15, 2007. Rick also asked for the Board's suggestions on conference strands. Russ suggested that the strands be aligned with the SIGS as SIG members often present sessions related to the area of their group.

- 13. Follow Up on Action Items from Retreat** Valerie confirmed that the Board had received the notes from the retreat. Russ added that he would like to bring the discussion of the name change to the SRC and SIG leaders. He will check with Karen on the wording of the possible changes. It was agreed that there should be an opportunity for all CRLA members to have a discussion on the name change initiative with the Board in October at the conference. After conferring with Valerie about a preferred time, Sharon will set aside a meeting time on Friday in the Hospitality Suite either from 1:45 to 2:45 or 3:00 to 4:00 so that the entire Board can meet with members. Some of the other initiatives were briefly discussed, and it was noted that most of the Sunday, October 15 Board Meeting would be focused on them. Vicki and Russ will work on a membership report chart for him to present at the Leadership Meeting.

14. Continuation of Committee Chair Appointments

CAS Representative The Board approved Valerie's appointment of Jan Norton as the CAS Representative.

CAS Committee Member The Board approved Valerie's appointment of Mary Wislocki to the CAS Committee.

PALS This item was tabled.

Executive Assistant The Board formally approved Valerie's appointment of Gretchen Starks-Martin as Executive Assistant. Russ noted the importance of Gretchen's training with Executive Assistant, Karen Agee, and suggested that the Board support Gretchen's attendance at the CRLA/CASP conference in October so that she might work with Karen. The following action was taken.

MOTION: To fund the travel, meals, and lodging expenses of Gretchen Starks-Martin, incoming Executive Assistant, for attendance at Board meetings beginning October 14, 2006, so that Gretchen can be mentored by the current Executive Assistant, Karen Agee. Russ/Ann. MOTION PASSED.

Political Action This item was tabled.

- 15. 2009 Conference Report** This item was tabled.

NEW BUSINESS

- 16. Conference Registrar Report** Pat Jonason presented a very positive report on the number of conference registrants. She reported that the number of registrants for the 2006 Conference is up from 120 on September 8, 2005, to 350 as of September 8, 2006. On the same date in 2005, there was \$11,000 in the conference account as compared with the current amount of \$25,000. She reported that of the people who have registered, 238 have purchased new or renewal memberships. Pat added that last year at this time only 40% of the registrations were in, so if the figures are similar for this year, potentially 60% of the registrations are yet to come.

Pat noted that there have been only two registrations for the NADE Institute. She is aware that there are others who are interested in the institute, so it may run if the minimum number of registrants is six.

She suggested that there may need to be an increase in quantities of food ordered for the special events (the exhibits, the all-conference welcome, the continental breakfast) based on the greatly increased number of participants. Sharon and the other conference chairs may need to look at the funding for these areas closer to the conference time when the number of registrants becomes more definite. Pat will send a report one week from the time of this meeting.

Pat emphasized the importance of proofreading every conference document as she noted that a small mistake often tends to make multiple problems down the line—especially when they arrive on the Conference Registrar's desk.

- 17. Awards and Scholarships Report** Valerie reported that Jane McGrath, Awards and Scholarships Committee Chair, reported that the committee had agreed to follow the proposal made last year for apportioning the awards; therefore, the Board did not need to address their request to return to the former policy of making the awards.

The Board accepted the committee's recommendation of Beverly Warde to be the recipient of the Outstanding *JCRL* Article Award for "Reading Miscues of College Students With and Without Learning Disabilities," Fall 2005.

- 18. Announcement of ACDEA Fellows** Valerie reported that she had not yet received the names of the ACDEA award winners from Hunter Boylan. The Fellows will be inducted at the First General Session and also recognized at the Awards Banquet. After Valerie receives the names from Hunter, she will check with Pat Jonason to make sure that the recipients have registered for the conference and will ensure that the recipients do not pay for the Awards Banquet meal. Valerie will purchase flowers for the Fellows.

- 19. Request for Publication of Karen Agee's Book Review of Lance Ong's *From F to Phi Beta Kappa***
This item was not addressed.

- 20. Awards for Robert Griffin, Karen G. Smith, and Long and Outstanding Service Award** Executive Session

- 21. Adjournment**

MOTION: To adjourn. Dorothy.

President Valerie Smith Stephens adjourned the meeting at 6:35 E.S.T.

College Reading and Learning Association
Balance Sheet
End of Month – July 2006

Assets:	
Certificates of Deposits	\$185,571.26
Beginning Balances:	
Operations Account	\$ 93,810.43
Conference Account	\$ 8,648.13
Conference Treasurer Account	\$ 16,040.90
Savings Account	\$ 13,516.48
Income:	
Scholarships	\$ -
Membership Dues	\$ 2,100.00
Interest Income	\$ 9.18
Tutor Certification	\$ 5,620.00
ITPC Pins	\$ 587.50
Misc Income	\$ -
SIG Income	\$ 275.00
Mentor Certification	\$ 900.00
JCRL	\$ 270.00
Tutor Handbook	\$ 2,820.00
Learning Assistance Monograph	\$
Royalties	\$ 54.88
Reimbursement from 1800 flowers	\$ 54.48
 Total Operating Income	 \$ 12,627.38
Total Conference Income	\$ 120.00
TOTAL INCOME	\$12,747.38
Monthly Expenses:	
General Board	\$ 643.10
General Organization	\$3,223.32
Publications	\$3,518.25
Committees	\$2,333.41
Membership/States and Regions	\$1,760.21
 TOTAL OPERATING EXPENSES	 \$11,478.29
Conference Expenses	\$ 670.82
TOTAL EXPENSES	\$ 12,149.11
Net Monthly Income(Loss)	\$ 598.27
 Assets At End of Month	 \$318,185.47

Prepared by Ann Wolf, treasurer September 5, 2006

College Reading and Learning Association
Balance Sheet
End of Month – July 2006

Assets:	
Certificates of Deposits	\$185,571.26
Beginning Balances:	
Operations Account	\$ 93,810.43
Conference Account	\$ 8,648.13
Conference Treasurer Account	\$ 16,040.90
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General Organization	\$3,223.32
Publications	\$3,518.25
Committees	\$2,333.41
Membership/States and Regions	<u>\$1,760.21</u>
 TOTAL OPERATING EXPENSES	 \$12,589.32
Conference Expenses	\$ 670.82
TOTAL EXPENSES	\$ 13,260.14
Net Monthly Income(Loss)	(\$ 512.76)
 Assets At End of Month	 \$317,074.44

Prepared by Ann Wolf, treasurer revised Oct. 2, 2006

College Reading and Learning Association
Balance Sheet
End of Month – August 2006

Assets:	
Certificates of Deposits	\$185,992.43
Beginning Balances:	
Operations Account	\$ 93,903.97
Conference Account	\$ 8,648.13
Conference Treasurer Account	\$ 15,590.08
Savings Account	\$ 13,525.66
Income:	
Scholarships	\$ -
Membership Dues	\$ -
Interest Income	\$ 9.20
Tutor Certification	\$ 2,350.00
ITPC Pins	\$ -
Misc Income	\$ -
SIG Income	\$ -
Mentor Certification	\$ -
JCRL	\$ -
Tutor Handbook	\$ -
Learning Assistance Monograph	\$ -
Royalties	\$ -
Total Operating Income	\$ 2,359.20
Total Conference Income	\$ 1,325.00
TOTAL INCOME	\$ 3,684.20
Monthly Expenses:	
General Board	\$ 483.44
General Organization	\$ 207.14
Publications	\$ -
Committees	\$ 116.94
Membership/States and Regions	<u>\$ 609.13</u>
TOTAL OPERATING EXPENSES	\$ 1,479.65
Conference Expenses	\$ 2,879.34
TOTAL EXPENSES	\$ 4,358.99
Net Monthly Income(Loss)	(\$ 674.79)
Assets At End of Month	\$316,985.48

Prepared by Ann Wolf, treasurer October 1, 2006