

Canadian Network of International Reading Association Councils (CNIRAC)

Minutes

Friday, July 11, 2003

1:30 - 3:30 PM

Board Room, Mission Valley Hilton, San Diego, California

Present:

International Reading Association: Brenda Townsend (Director Council & Affiliate Services)

British Columbia: Shirley Choo, Meredith Kezar, Donna McCormick

Alberta: Sandra Becker, Robina Penney, Annette Sarginson

Saskatchewan: regrets due to late arrival in San Diego

Manitoba: Carol Hryniuk-Adamov (CNIRAC Chair), Lena Boisjoli, Pat Adamson

Ontario: Joanne Colbourne, Garth Brooks

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1. Call to Order - 1:40 PM, Chairperson Carol Hryniuk-Adamov
2. Welcome and Introductions
3. Voting privileges were noted to be the co-ordinator or designate from each province. (Names underlined in the attendance list above indicate individuals who carried a vote.)
4. Minutes of Meeting held May 7, 2003 in Orlando, Florida. Errors noted in names (s/b Hnatiuk and Hryniuk) and amounts collected for CNIRAC breakfast in Orlando (s/b \$80 U.S.)  
Motion: Garth/Meredith that the minutes be adopted as corrected.  
Carried.
5. Financial Report - Current balance is \$241.13  
Motion: Sandra/Garth that Shirley be reimbursed \$286.24 to cover the bill for the CNIRAC breakfast meeting in Orlando. Carried.  
Motion: Sandra/Meredith that Garth be reimbursed \$5766.26 to cover the bill for the Canadian Reception in Orlando. Carried.  
The Canadian Reception pledge forms (Eileen prepared these as per motion at May 7<sup>th</sup> meeting) were distributed to provincial co-ordinators. These forms should be distributed to all provincial associations and local councils in September.  
Recommendations:
  - Request deadline for submission of donation cheques for Canadian Reception to Eileen Froehlich by April 1, 2003.

- Investigate donation of \$150 from North Bay Council - there is not a North Bay Council - is the donation from C-SIG?
- Treasurer's Report should reflect Canadian Reception donors and amounts as acknowledgement for their contributions.

Motion: Meredith/Robina that the financial report be accepted. Carried.

6. Regional Conference Profits: Shirley Choo reported approximate revenues as the audit and financial statements for the Regional Conference are not completed. CNIRAC will receive approximately 6% of the total profits (approximately \$4000).

Motion: Meredith/Lena that a budget committee be formed to set guidelines for the use of the profits from the Regional Conference and that Eileen Froehlich, Shirley Choo and Carol Hryniuk-Adamov serve on this committee. Carried.

7. Formation or Activation of Councils

NWT - Carol reported that they are working on charter in Yellowknife for a territorial council. Brenda Townsend stated that different forms were necessary for formation of territorial council. Carol is to contact NWT representatives and inform them that they will need to contact Brenda and fill out different forms.

Atlantic - Meredith will make contact in Nova Scotia later this summer. Shirley will review Regional Conference attendees for possible contacts.

PEI - Meredith and Garth will try to contact Susan Elliot.

8. International Projects - Garth

- newly published IRA brochure titled *State, Provincial & Local Councils International Involvement*
- Project Love - councils might consider setting up a display for conferences and initiate a mailing to all school boards in their districts/provinces to promote this international project
- Helene Tremblay
- Postcards Project
- United Nations Decade for Literacy 2003-2013 - IRA website provides a link to an excellent brochure

9. Annual Convention in Toronto - May 2004

- All provinces need to promote this extensively. It was suggested that a poster advertising the conference be distributed at September Board Meetings.

- Exemplary Reading Awards - a nomination from each province would significantly highlight the excellent literacy development and instruction across Canada
  - See attached for follow-up suggestions for promotion prepared by the group on Saturday, July 12 morning meeting
10. Awards Committee - Meredith to arrange a tele-conference meeting for the members (Carol, Ken and Meredith).
  11. Vancouver Conference on Multiple Language Learning - Sept. 26-28 '03  
Brenda Townsend reported on this conference and requested that provincial coordinators contact her in regards to any questions or further information needed.
  12. **Official Receipts for IRA Membership**  
Shirley presented an example of a receipt as prepared by Joe Stangl to be used for income tax purposes. Shirley will contact Revenue Canada and investigate further.
  13. **Procedures**  
Garth pointed out inconsistencies between Article IV Section 6 #6 and Article XI Section 2. Discussion was postponed to July 13 at which time the following recommendations were made to align the procedures as follows (recommended changes are in bold):  
Article IV. Section 6.  
6. circulate proposed amendments of CNIRAC Procedures to the elected officers and members of the Executive Board at least **thirty (30)** days in advance of the meeting at which the amendments are to be voted upon  
Article XI. Section 2  
The **Secretary-Treasurer** shall forward the amendments ...
  14. **C-SIG-L**  
Deirdre McConnell is Chair of C-SIG. Dorothy Morrow is the newsletter editor and can be contacted at Box 3172, Prince Albert, Ontario L9L 1C2. Membership is \$5.00 and is open to all Canadian IRA members. Please clarify this at next Board Meeting for local councils.
  15. **Next Meeting - Toronto in May 2004**

**Submitted by**  
**Pat Adamson, Acting Secretary**