

ILA PLANNING RETREAT FOR 2005
NOVEMBER 5,2004
AEA 267
3712 CEDAR HEIGHTS DRIVE
CEDAR FALLS, IOWA

The retreat was brought to order by the President, Katherine Martin. Kay Weiss shared the highlights of 2004. We heard a report on the Leadership Institute & plans to have another one in 2006. We reviewed the agenda & all the forms in the packet.

We then heard about plans for the 2005 ILA Convention to be held in Dubuque in October, 2005. The theme will be "Moving Forward Together: Communication, Collaboration, Cohesion".

We discussed the strategic plan/ action plan. We heard reports from Governmental Affairs on upcoming legislative issues. We heard from Public Relations about plans in that area.

The financial reports that each committee & subdivision are to use were explained.

After a catered lunch, we broke into our committees & subdivisions for the afternoon.

Attending the Support Staff Personnel subcommittee were: Sheryl Groskurth, Chair; Marilyn Kennett, past chair; Jeremy Dettmer, Vice Chair; Lynne Van Valin, Secretary; Nancy Medema, liaison from the board.

It was stated that we have a smaller amount of money this year to begin with. Our balance is \$767.61. We needed to subsidize the preconference that we helped sponsor. We talked about increasing our registration for the spring conference to \$25 for members - \$35 for nonmembers. We then set our goals for 2005 & discussed each of them. They are as follows:

- 1. \$100 to Leadership Institute
- 2. Spring Conference at Waterloo Public Library. We are thinking of either April 13²⁰⁰⁵ or April 20,2005. February 6th would be the deadline for the March Catalyst. We talked about possible topics. Some of them are: Safety at Work; Panel of support staff & professional staff; Continuing Education; Data Base workshop; building morale. Watch for more details on topics.
- 3. Award for exceptional service by support staff & one for supporter of support staff. We talked about plaques. Jeremy will work on this goal.
- 4. Scholarship of \$100 (2) to attend ILA 2005 for support staff
- 5. Newsletter, List serve & e-mails sent several times a year to members
- 6. Cosponsor an ILA session for \$200 or less

After we met in our individual groups we came together & summarized our goals. We adjourned at 2:45 p.m.

Respectfully submitted

Lynne Van Valin, Secretary