



# Learning Resources Commission

## Executive Committee Phone Conference

September 30, 2015

### Minutes

Began at 3:10 p.m.

In attendance: Isabel Hernandez, Chair (MDC)  
Kendra Auberry, Vice Chair (IRSC)  
Lena Phelps, Secretary/Treasurer (SFSC)  
Absent: Grenka Bajramoski Fletcher, Webmaster (VC)

#### 1. Exemplary Practice Presentations

Isabel uploaded the information to AFC providing the details requested for both presentations. The link for ordering equipment did not work so that is pending.

#### 2. LR Commission Business Agenda

Since Lena has the Awards Committee Wednesday morning, Isabel asked for the afternoon to hold the commission meeting; however, Thursday morning is the other day that is tagged for commission meetings. We'll see what Marsha gives us.

#### 3. Fundraising table at the Conference

We decided that since there are only a few of us and we will have other commitments, a fundraising table is out of the question. Maybe next year when we can recruit other LR members to help.

#### 4. Plaques for exemplary practice

Isabel will order again. We spent approximately \$98 last year.

#### 5. Check request for exemplary practice

Isabel will request the two \$500 checks again.

## 6. Travel Stipend application and information to members

We reviewed the applications and rubrics that Kendra developed over the summer and decided on one new attendee travel stipend who has the Learning Resources Commission as his/her primary commission. An email blast will go out this week with a deadline of Friday, October 16<sup>th</sup>. We will notify the recipient by Friday, October 23<sup>rd</sup>.

## 7. Other

Lena reported on the latest AFC Board meeting. We need to submit a Silent Auction item to Carol ASAP. Isabel said she would work on it. Lena also reminded Isabel about sending exemplary practice winners' info to Will Benedicts for Visions. Isabel should have received the Strategic Plan template yesterday and she will fill it out and we will tweak it via email. Lena said we had until October 3<sup>rd</sup> to make a pledge to the AFC Foundation for Burst the Balloon campaign. After hearing our financial situation (\$4822.61 minus \$1100 for awards), we decided on pledging \$1000. Isabel will contact the Foundation about the pledge.

Lena asked if everything was okay for the end of the year report. Today is the last day for the reporting period. Isabel said she had things ready. Lena said she would send the financial statement, the last board report and these minutes to be included in the report.

Kendra asked about recognizing the judges of our exemplary practice nominations. Lena thought Kendra already thanked them via email but realized it was Michelle Monteleon who did that. Kendra thought maybe a handwritten note would be in order. She also had requests from several judges about when they could spread the news about the winners. Lena said it was up to the commissions on how they wanted to announce winners. Isabel will create an email announcing the winners and Lena will send out to members.

Kendra said she had a nomination committee waiting to begin to contact members in order to create a slate of officers for November. She had a question about voting electronically. We decided we could do that. Kendra would need to create a timeline that would allow committee members time to contact potential candidates and provide adequate time to allow for voting before the commission meeting in November.

Adjourned at 4:00 p.m.