



**Indiana Evaluation Association  
2018 Annual Business Meeting**

*December 7, 2018*

<p><b>1. Welcome &amp; Meeting Overview:</b> Sam Crecelius</p>	<ul style="list-style-type: none"> <li>• Thank you to those who continue to support IEA through your membership and attendance at our events.</li> <li>• Thank you to those who have provided financial and in-kind support to IEA: Foellinger Foundation and Lumina Foundation.</li> <li>• Introduction of Board Members: Sam Crecelius, President; Jennifer Bellville, Vice-President; Elaine Klemesrud, Treasurer; Carolyn Higginbotham, Secretary; Tessa Skidmore, At-large Member; Lynn Lukins, At-large Member</li> <li>• 5 members were in attendance.</li> </ul>
<p><b>2. The Status of IEA:</b> Sam Crecelius</p>	<p>2018 was another successful year for IEA. The organization continues to grow and provide opportunities for our members to network, share resources, and enhance knowledge and skills through professional development. Moreover, we continue our efforts to increase the visibility of evaluation to those outside of the field. For 2019, we are exploring professional development and conference topics that are both valuable to evaluators and allow us to expand participation in our quarterly meetings and events to include those working in other fields. Additionally, we will continue to take advantage of any opportunities that allow IEA to market its members to organizations in need of evaluation support. For example, in late 2017, we hosted a page on our website that listed members who provide 21<sup>st</sup> Century Community Learning Centers evaluation services. Our webpage page was referenced in IDOE proposal materials that were provided to potential 21<sup>st</sup> Century Community Learning Centers applicants.</p> <p>In 2019, we will host of third biennial conference. The Program Committee, led by Jennifer Bellville, has already begun planning for what we hope will be another great event. This will provide a number of opportunities for you to get involved. I would encourage you to reach out to any of our board member if you have an interest in being part of this event.</p> <p>Finally, we are excited about a new partnership between IEA and Indiana State University Nonprofit Leadership Alliance Certification Program. Through this partnership, we are able to connect IEA with next generation of evaluation users and practitioners and to provide valuable nonprofit management experience to ISU students who serve on our committees.</p> <p>Thank you again to everyone who has been a part of IEA during 2018. I want to say a special thank you to my colleagues on the board. We have a wonderful group of talented people who generously volunteer their time keep IEA up and running and most importantly growing. I encourage you to contact any board member if you want to get involved. Everyone’s contact info is on the website.</p>
<p><b>3. Membership Committee Update:</b> Carolyn Higginbotham - IEA Secretary and Membership &amp; Communication Committee Co-Chair</p>	<p>IEA membership for 2018 is 65 members.</p> <p>Tessa Skidmore will share the update from the joint Membership and Communications Committee.</p>

<p><b>4. Communications Update:</b> Tessa Skidmore – Membership &amp; Communication Committee Co-Chair</p>	<p>In 2018 the board agreed to combine the Membership and Communications committees, which had previously been functioning as two separate groups. The board felt this would streamline the efforts of both committees since they serve similar purposes for IEA.</p> <p>The combined Membership and Communications Committee currently has 6 members, with Carolyn Higginbotham and Tessa Skidmore serving as co-chairs. The committee convened twice this year, in June and September.</p> <p>The Committee has been working to identify other organizations whose members may be interested in our event and reach out to these groups to share information about IEA. These organizations include the Indiana Consortium for Audience Research, the Indiana Youth Institute, the Young Nonprofit Professionals Network, and Serve Indiana, among others.</p> <p>The Committee is also working to adapt a brochure, created by AEA, to contain more detailed information about IEA and its events that can be used for outreach to these groups.</p> <p>The Committee will continue these efforts in 2019, as well as work with the board to develop more efficient processes for adding and updating member information in Constant Contact.</p> <p>The Committee will also explore new opportunities for engaging members through different communication channels going forward.</p>
<p><b>5. Program Committee Update:</b> Jennifer Bellville - IEA Vice-President and Program Committee Chair</p>	<p>During the last year, the Program Committee has organized 4 Quarterly Meetings:</p> <ul style="list-style-type: none"> <li>· January 19 – <i>Continuous Quality Improvement</i> with Transform Consulting Group</li> <li>· April 20 – <i>Consulting Skills for Evaluators</i> with Matt Feldmann</li> <li>· July 20 – <i>Evidence-Based Decision Making</i> with Jacqueline Singh</li> <li>· October 19 – <i>Evaluating Training Programs</i> with Asma Ali</li> </ul> <p>Resources from these meetings are available to members through our IEA website. Log in &gt; click on “My Account” &gt; click on “Event Resources”</p> <p>Additionally, we have been intentionally working this year to increase our collaboration with other American Evaluation Affiliates by bringing in speakers from the Evaluation Association of St. Louis (Matt) and the Chicagoland Evaluation Association (Asma).</p> <p>This coming year, the Program Committee will be organizing 3 Quarterly Meetings and our bi-Annual Conference:</p> <ul style="list-style-type: none"> <li>· January 18 – <i>Learnings &amp; Resources from the American Evaluation Association</i> (multiple presenters)</li> <li>· April 12</li> <li>· July 19</li> <li>· October 18 – tentative conference date</li> </ul> <p>In addition to planning and organizing the sessions, the Program Committee reviews each session’s evaluation data to incorporate the needs and ideas of IEA attendees into our programming.</p> <p>A big thank you to the 2018 IEA Program Committee, which included: Jackie Singh, Jeremy Foutz, Kathy Fuller, Linda Pearson, Mindy King, Tessa Skidmore, Whitley Wynns, and Jennifer Bellville.</p>

<b>6. Treasurer's Report:</b> Elaine Klemesrud - IEA Treasurer	<table border="1"> <thead> <tr> <th></th> <th>FY2018</th> <th>FY2017</th> </tr> </thead> <tbody> <tr> <td>Checking</td> <td>\$11,990.48</td> <td>\$9,015.85</td> </tr> <tr> <td>PayPal</td> <td>\$507.66</td> <td>\$1,043.50</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>\$12,498.14</b></td> <td><b>\$10,059.35</b></td> </tr> </tbody> </table>			FY2018	FY2017	Checking	\$11,990.48	\$9,015.85	PayPal	\$507.66	\$1,043.50	<b>TOTAL</b>	<b>\$12,498.14</b>	<b>\$10,059.35</b>
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<p>Financial health of the organization is very good considering our size.  We are putting dollars back toward the members –  online: member page updating  meetings: book give-aways at July and Oct Meetings  Current balance puts us in a good position for our 3<sup>rd</sup> Biannual Conference in 2019</p>														
<p><b>EXPENSES:</b>  PayPal transaction fees  MARKETING: Boiling Pot Media - IEA web hosting &amp; support (\$360); Member page updating (\$91.67)   Constant Contact - annual service fee (\$168)  MEETINGS: Book give-aways (July - \$38.61 / Aug - \$53.37); Snacks (\$80.67)  USPS PO Box (\$102)  Indiana Secretary of State Business Entity Report (\$23)</p>														
<p><b>INCOME:</b>  FOELLINGER FOUNDATION – Programming Support Contribution (\$1250) – <i>THANK YOU!</i>  Memberships (Regular/Student)  Pay-as-you-go Meeting Attendees</p>														
<p>Soft income: LUMINA FOUNDATION – Donation of the use of their space for meetings – <i>THANK YOU!</i></p>														
<b>7. New Business</b>	There was no new business.													
<b>8. Adjournment - Sam</b>	Thank you for joining us.													