

UAACCE  
April 9, 2010  
Kaye White, President

Actions items from January meeting as of April:

1. Tyson to collect items for bid basket to go to MPAEA Conference in Tempe.
2. UAACCE conference date and theme must be decided by April
3. Finance committee to meet with Nikki to define operating budget amount for this year
4. Minutes each month to address the goals for each committee, debrief where they are at and where they are going.
5. Money from vendors and UVU needed to bring budget current.
6. Board members to email potential facilitator names to Kaye White if they want them to be considered for planning session to be held at UAACCE meeting on February 12, 2010.
7. Janet to complete and send check for membership to UNA.
8. Heather and Janet to contact Michelle Dumas at UEN to bring website current.
9. Heather to confirm type of remote meetings will be conducted at a distance.
10. Katrina at UVU to check on date availability for conference date on October 21, 2010.
11. Confirm meeting start time for meeting schedule and places for 2010 year.
12. Continue with idea of Adult Education Forum recommendation. Claudia will present idea at the March 23<sup>rd</sup> Adult Education Director/Coordinator meeting in Nebo.
13. Forum outreach to members, proactive measures, representing member's needs, networking and involvement with current issues need further discussion.

**April 9, 2009 Conference Call**

In Attendance: Kaye, Tracy, Shauna, Gayle, Tom, Sandi, Janet, Nikki

April Meeting (conference call) Action Items:

1. Check with Heather to confirm a date for the Moab Board meeting for June 11 (tentative).
2. Gayle and Janet will follow through to check on Moab meeting room accommodations (motel rooms).
3. Janet will send a copy of MPAEA cancelled check to Kelsey Miller.
4. Kaye to follow up with scheduling a meeting to promote UAACCE membership while at the MPAEA conference.
5. Shauna will follow up with contacting New York GED day camp idea for a pre-conference idea.
6. Sandi will check to get UEN to update the UAACCE website with the correct board members for this year. (UEN needs bio's on board members)
7. Members to send in Newsletter items to Sandi.
8. Sandi will contact Nate Southerland as to copies of the Service Learning grants and Resiliency grants.
9. We need to announce the October UAACCE conference (save the date).
10. Kaye will have information from Fraser for the May Board meeting.
11. Please read Lory's email regarding "day on the hill".

9:00 am – Conference call started. Chair: Kaye White

Kaye started the conference call and named those on the call.

Three items were emailed to the UAACCE board e list prior to the meeting starting.

1. Judy Tukuafu email on the GED day camp idea
2. Budget/Audit reports from Janet

### 3. Minutes from UAACCE January 2010 meeting

Kaye asked about the logistics for our next two board meetings. It was decided to change the Moab meeting to June instead of May.

Meeting dates and places for May and June:

May 14 meeting – United Way in Ogden. 2955 Harrison Blvd. Start time will be 8:30 am.

June 11? Meeting – Moab. Heather will get more specifics for Board members.

(We need to check with Heather before we can confirm the date. There was discussion about paying one night of lodging, possibly gas reimbursement but the individual would need receipts.

January 15, 2010 minutes – reviewed. Changes to minutes included changing the October conference date to October 22<sup>nd</sup>. More discussion around the date and considering Park City as a place to hold the conference.

Sandi moved that the minutes be approved with one change. Nikki seconded.

MPAEA Conference: Tyson has emailed board members to get items to him for the conference.

Discussion led to the difficulty attendees have in transporting items home from the conference. It was decided that UAACCE would get a gift card in the amount of \$50 for the silent auction at the Tempe, Arizona MPAEA conference.

Nikki moved that the board take this action. Tom seconded.

MPEA membership for UAACCE is still in question. Janet will call Kelsey Miller (MPAEA president) and send a copy of our \$500 canceled check.

MPAEA conference – Kaye suggested the idea to schedule a lunch meeting or something similar for anyone attending MPAEA that may be from Utah to promote UAACCE membership.

UAACCE October conference Planning- Although the conference will be one day this year it may be well to plan pre-conference sessions the day before and possibly a keynote dinner speaker. Theme ideas were proposed. Some of the ideas include “full service education” and “Transitioning to Success”. There was discussion around the ideas of programs needing to do more with less and the green recycling trends and community ideas.

Budget/Audit Reports- Nikki inquired about the amounts for the service learning and resiliency grants. Followed was discussion as to the whereabouts of the original copies of the grants. It was also mentioned that the grantees need to present the activities and results of the grants at the UAACCE conference. Tom may have copies of the grants and will check for them.

Janet reviewed the January 1, 2010 proposed operating budget. It was suggested that we review the budget and incorporate some of Frasier’s suggestions from the strategic planning session and review what we want for an operating budget. This could be voted on at the May meeting in Ogden.

We may need to take time in the May meeting to break out in groups and look at the budget. We may also have different committees as a result of restructuring and or strategic planning decisions.

Audit – Janet is ready for the audit. She has Russ Collett’s email and forwarded it to Todd and Tracy who had indicated interest in being on the committee.

Kaye will have Fraser’s information for the May meeting.

Nikki moved to adjourn the meeting.

Meeting ended at 10:38 am.

UAACCE BOARD MEETINGS  
2010

√ January 15 - Jordan H.S.

√ February 12 – Sorensen Center (strategic planning with Fraser)

√ April 9 – Conference call

May 14 –Ogden (Nikki)

June 11 – Moab (Heather)

July 9 – Conference Committee Meeting

August 13 – Kaysville (Gayle)

September 10 – Orem (Katrina)

October 8 – Granite Peaks Learning Center (Claudia)

OCTOBER 22 – CONFERENCE AT UVU

November 12 – St. George (Janet)

December 10 – Jordan HS (Lory, Tracy)