

UACCE Board of Directors Meeting  
May 14, 2010  
Ogden United Way Bldg.

**[ please put this on your calendar: Conference call : Wednesday May 26, 2010 at 1:30 pm – Please read the document from Fraser : ‘Foundations of the UACCE’ before the conference call. ]**

In attendance: Claudia, Nikki, Kaye, Katrina, Janet, Sandi, Tom, Heather, Tracy, Shauna, Carla

Called to order: 9:00 am

Additions to the agenda:

- a. Community School
- b. Tom to share
- c. committees

Changes to April 9, 2010 minutes – amount for MPAEA membership. Canceled check amount was \$100 not \$500.

Bid baskets that were given to Tyson – at MAEAP sold for about \$65 each.

Committees:

Finance - Kaye, Heather, Shauna, Carla, Janet

Public Affairs – Nikki (chair) + forums – Tracy, Sandi, Gayle, Claudia

Elections/Nomination/Awards – Tom, Sandi, Kaye, Carla

Conference – Heather, Katrina (chair) , Tracy, Gayle, Nikki, Claudia, Executive Board, Tom, Kaye, Sandi, Janet, Shauna

Audit – Todd (chair), Russell, Tracy

Membership/Tech (Com, Web ,News) Janet (chair), Shauna, Tyson, Heather, Lory, Tom

Forum AE/ESL – Claudia (chair), Kaye, Shauna

Forum Continuing Ed – Gayle (chair), Tom, Heather, Kaye

Forum Corrections – Tracy (chair) Lory, Ralph Squires, (Claudia to find)

Forum Community Ed – Nikki (chair), Sandi, Janet, (Claudia to find)

For the AE/ESL forum – need 10 people from adult Ed to sign a petition for creation of an adult ed forum needs to be done.

Committees – Please meet by conference call

- Budget for last conference done
- Pictures for last conference

Shauna needs to send approved minutes with changes.

Reserve rooms for EdNet or conference calls to make into the schedule

Conference item: How to use Technology for meetings, tech, virtual conference by web-based. UEN has new technology – “conference me” . Invite to our next meeting to give us update.

Can a board member represent adult Ed without a forum? There have been some complaints about the conference not meeting adult Ed needs and no forum to take information. No political discussions on meetings through USOE. So if adult Ed needs a political voice then it needs to be adult ed. Board members will need to take the need for formation of the forum.

ESEA (Elementary and Secondary Education Act) Reauthorization can include language about adult education and needs to be included in the language of the new Bill. Beginning in January adult Ed needs a voice in DC to make this happen. Every community school concept.

No ties right now between adult Ed and post-secondary education. This needs to happen to help support both and a place to focus. (ATC/Adult Ed/college and university).

Support from the field is needed. Janet will update the list and send out information so we can survey the field.

Fields in survey suggestions:

1. what is your position
2. what are the critical issues, how can UAACCE help?

Survey monkey.

**Action Item:** Create a survey, and update the list.

Katrina, Carla will help Janet with conference membership list for Janet.

**Action Items still open:**

**#3 Finance committee**

**#12 Adult Ed forum outstanding**

**#13 Outreach**

**Action item:** Janet will send out the conference results to all.

Budget –

Janet passed out information. We do not have an original budget, only a proposed budget. Nothing updated for this year.

MPAEA dues – sent two checks – deposited one for this year, one due in February. Can we Deposit the second check?

Nikki moved to let them deposit the second check (pays for next yr 10/11)

Sandi seconded.

Motion passed. Make sure they send an email for confirmation. Janet will work with MPAEA treasurer.

Grants –

Recipients are to present at a Board meeting or present at the UAACCE conference. We are Lacking information as to if the recipients have completed their approved projects. We need to send a reminder for a report and budget for final payment. We should attach presenter forms for them to complete and send in for their presentations

Proposal was made to pay remaining amount owing to grantees.

Seconded: Sandi

Budget –

Membership is currently at \$25 per person

Conference fee for MPAEA was \$140 per attendee

Fundraising – approximately \$500 coming in from silent auction at UAACCE conference.

Kaye asked Janet to add more details to the budget sheet on the explanations so as to speed things and help from reviewing repeatedly.

Workbooks – these are group work skills workbooks: How to work with boards, groups, community groups and run meetings.

Tracy Moore on attending MPAEA

Two types of scholarships available to the state. One is for the individual and one is for the state to apply for. Tracy will report back on the two MPAEA scholarship amounts.

Questions on the day on the hill in Washington DC

Nikki – how critical for UAACCE to appear in DC and voice the need for community school idea.

Kaye asked Nikki and Janet to meet with Carl Wilson, State Director of Title One Programs at the USOE on the ESEA (Elementary and Secondary School Act).

Kaye asked the scholarship committee to look at the scholarships for UAACCE application.

Budget –

Get from Janet the detailed notes on each line item

**Action Item:**

Janet will change the budget sheet with approved items as per today's meeting and make the detailed notes in the line item areas and send (email) it out to the board.

It was moved that the board accept the proposed budget as reviewed.

Seconded by Nikki

**Action Item :**

Katrina will order shirts for board members needing one. Sandi will get information on sizes and type to Katrina. Katrina will then send out the information to all board members.

Kaye asked the board what should be eliminated from the days agenda and be discussed on a conference call.

It was decided to discuss the UAACCE conference needs as suggested by Sandi and schedule a conference call to discuss the 'foundations of UAACCE clarification' notes from the meeting held February 12, 2010 with Fraser Nelson.

**Conference call : Wednesday May 26, 2010 at 1:30 pm – Please read the document from Fraser : 'Foundations of the UAACCE' before the conference call.**

Report on the MPAEA conference from Tracy:

Was held in April in Tempe Arizona and the discussion for next year is to piggy back the MPAEA conference with COABE in San Francisco. Claudia and Tracy attended MPAEA in Tempe this year.

COABE information:

**Join us for an outstanding conference in everyone's favorite *City by the Bay!***

**April 17-20, 2011-San Francisco, CA-The Hilton Hotel near Union Square**

**For complete information, visit [www.ccaecoabe2011.com](http://www.ccaecoabe2011.com)**

Carla announced the SWADE conference (Southwest Association Developmental Education) to be held October 28 and 29.

**UAACCE Conference:**

**Date:**

Conversation continued as to dates for the UAACCE conference.  
Suggestions to look at: November 21,22,24,25.

Theme for the UAACCE Conference:

The theme voted on and approved is **Full Service Education**

**Speakers:**

Marty Blank – possible keynote  
Arne Duncan – Secretary of Education – Nikki will contact  
Dr. Susan Madsen – UVU – *Identify a college path for all*

**Need :**

Four breakout sessions  
Two keynote speakers

**Action Item:**

Conference committee to have a conference call on May 26

Mt. America Credit Union – bags to hand out at conference (bank robber bags 😊) see Sandi

Nikki asked to have UAACCE write a letter and UAACCE examine the research from a project called “Promising Neighborhood” a grant.

Claudia proposed that UAACCE write the letter.

**Next meeting:**

**Moab**

**June 11**

**Heather will email the particulars for rooms on 6/10.**

Meet concluded:

12:30 pm

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)