

UAACCE Board Meeting  
August 8, 2008  
United Way of Northern Utah, Ogden

PRESENT: Leslie Herold, Nikki Lovell, Janet O'Riley, Nate Southerland, Kimberly Todd, Laird Hartman, Tom Borg, Todd Bird, Sandra Grant

EXCUSED: Ted Ungricht, Scott Greenwell, Connie Vincent, Heather Young, John Kent, Laura Layton, Shauna South, Kathleen Johnson, Kaye White

Judy called the meeting to order at 9:35 am. Introductions were made and the board was asked to read the minutes.

Changes to June minutes: page 1: MPAEA{S) misspelled

Page two: t changed to it

Removed 4 from sile(4)nt

Page four: remove extra comma, change 5 to 6, add "a few members suggest"  
Reverse Ted's and Nikki's Statements

Nate moved that the minutes be approved as amended, Janet seconded, motion passed.

Kimberly from UVU will be taking the lead on the conference planning and asked that conference be moved to after the financial report, as she needs to leave early.

Financial Report: Janet explained that she and Nate have been working on the budget with calls to Burton. Money was moved in accordance to the minutes from June and that the money in the Community Education Forum must be used by the end of 2009 or revert back to the regular UAACCE funds. Nate has been tracking and up dated the financial report for Janet and now all records will be with Janet. Burton will be contacted to sign the CDs over and will get with Janet by the next meeting.

Nate review the Financial for MPAEA Conference income was \$111,703 and conference expenses were \$96,056.26 for a difference of \$15,646.74 including membership dues of \$4,850. An equal amount was sent to MPAEA. UAACCE received a \$500 donation from Sandy Peterson which increased UAACCEs share to \$16,986.74The Continuing Education Forum used \$150 of their funds for an exhibit table. So far we have paid out \$2,849.50 of the \$4,000 allotted for NCSCEA's Summer Institute. More receipts were submitted today and will be accounted for in the next budget report.

Janet will research the dues payment for NCEA and see if they have been paid. A discussion was held about the benefits of membership in NCEA. Nikki suggested that we pay the dues and discuss the benefits at a later date.

Nate opened a Post Office Box for UAACCE by email vote of the Board. Expenses were used to pay the first year's rent on the box and for stamps. Nikki moved to approve the expenditure, Sandi seconded. Motion passed.

Additions to the agenda: Kathleen Johnson will no longer be able to attend as the liaison for DWS due to work schedule changes at DWS. Tom will check to make sure that she can still present the DWS pilot at Conference.

Conference: Tom passed out the planning guide. He noted that there will be changes in the food and registration costs from the 2006 conference.

In September post cards and Brochure mailings will go out. Board was asked to submit additional names to Tom for these mailings. Some suggestions were New Mexico, Arizona, and Nevada community education programs. Tom will ask Shauna to meet with Marty about possible scholarships for people to come to conference. Other suggestions were to include VISTA Volunteers at a student rate, United Way Offices, Todd will work with Jeff Galli to put together a corrections list. Tom said that most of the conference would be focused on Friday so that more of corrections people could attend as a Professional Development Day. There will be a possibility of pre-conference on Thursday morning from 8-11:30 am, conference will begin at 12 noon and go to 4pm, two 60 minute sessions along with a keynote, with dinner at 5 pm. Friday will begin at 7:30 am with a past presidents breakfast and a continental for the other conference participants, a keynote in the morning, two-60 minute breakouts, lunch and awards at noon; two-50 minutes sessions, closing speaker and finish at 4 pm with a drawing.

Nikki will work with Tom to set up the forum meetings and the critical issues. Nate will work with Victoria to put together 5 sessions that will be held in the Library media center, Nikki and Sandi will work on the community education strand, Todd with Jeff Galli will work on corrections education, Shauna and Judy will work on adult education, Laird will head up the continuing education strand.

Kimberly will check to see if we can have a vendor presentation room.

Possible Keynotes: Karen Richardson: Brain Research – Janet will contact

LERN- Judy will check on cost and availability

“Enjoy the Ride” a motivational speaker used in corrections – Todd will check

Dan Jones could be available – Tom will contact

Bill Crimm a legislative piece – Nate will contact (could be a workshop)

Luz Robles – Immigration topic (could be a workshop)

Judy has agreed to be in charge of Vendor registration, if you have any vendor contacts please give them to Judy as soon as possible. Some suggestions were Apex Learning, US Born Books; Steck Vaughn has agreed to be a sponsor, other

possibilities are Oxford Press, Learning Wrap Ups. Also check with Chambers, banks, credit unions, car dealerships, etc.

The potential sponsor list: Hispanic Chamber, Asian Chamber, SLCC, U of U, UVU, Provo Chamber, Salt Lake Chamber, Daily's Foods, Wells Fargo, Zions, Altius, EMIA, IHC, Applebees, Ed. Mutual Insurance, U of Phoenix, Western Governors U, Webster U, Police Academy at WSU, etc.

Board members were asked to help get sponsors, information is on the website for vendors and sponsors. Sponsorships range from \$2,000 to \$200, Vendor tables are \$250 for 1/ \$350 for 2 for any for profit organization and \$150 for 1/ \$225 for 2 for any non-profit organization. Forums can use forum budgets to have a forum table.

Tom thanked everyone for their help.

NCSCEA Summer Institute to be held in Ogden Utah in 2009, UAACCE will have no financial responsibility. We will need volunteers, help getting sponsors, program, and logistics (getting people to and from Salt Lake to Ogden).

The Summer Institute is to be a leadership training for state organizations and NCEA membership. Usually about 20-30 people attend. Liaisons are elected by boards that are affiliates and the liaison is an NCEA member. Nikki will be UAACCE's liaison to the NCEA National Conference in Texas this coming November and therefore will not be able to attend the UAACCE conference.

Utah needs to meet the leadership of other states and exchange ideas. This is to help build associations, and increase the number of people from each state. It has been suggested that NCSCEA allow for two voting members from an organization instead of one. Nikki will bring this up at the Texas meeting. Nikki will pay her own way to Texas.

Newsletter: Will contain conference information, keynotes spotlights, call for awards and nominations, constitutional amendments, etc. Newsletter should be out by October 1, 2008 in order to satisfy the requirements for constitutional changes. Nikki will write an article about Summer Institute in St. Louis, Judy will write the President's Letter, Todd will include a corrections "Bio". Need to get information on Jump Start.

Constitutional Changes: The Board reviewed the Constitution and made the following suggestions:

1. Emeritus Membership: Line 45: Emeritus members will not pay dues and will have a discounted conference registration.
2. Lifetime Membership: Line 52: Lifetime members will pay dues equivalent to ten times the current membership dues, once in their lifetime.

3. Article VII Section A – Standing Committees: Add to each committee in the first line the shaded section: This committee, as appointed, shall be chaired.. The only exception to this will be the Audit Committee which will remain as is.
4. Article VIII Section C; Line 306-7: Disbursements shall be signed by at least two official signatories, following standard accounting principles.
5. Article XI Section B: Line: 363: to title add shaded section: Amendment by Mail-In or Electronic Ballot
6. Article XII Section C: Part 2: Line 392: Add: All information will be accessible to members of the association on the website.
7. Line 395-6: Delete: “to one additional one year term.”

We need to protect our records, discussion about a UAACCE Historian will be held at the next meeting. We also need a place to archive information.

Resiliency Funds: Judy emailed each Board member the options for the resiliency funds. Nikki noted that these funds were to be used to build community capacity, resiliency. The options were discussed and a vote was taken, Judy had votes from absentee Board members. When the votes were counted the result was:

“Leave the funds in UAACCE earmarked for programs for resiliency. Organizations around the state would be able to apply for these funds are grants, we could send out RFPs. The grant process would be overseen by the UAACCE Board. Sandi and Nikki will design the RFP.

Break for Lunch: Courtesy of Nikki

During lunch Leslie gave a brief power point about United Way and its mission. All awards, that are not designated, will be through a grant process that requires measureable outcomes. The grants are awarded for three years and create a lasting change in the community. Homelessness is the biggest problem in Utah right now. The Social Campaign for United Ways is “Live United.” This includes giving, advocating, and volunteering. United Way helps teach people about earned income credits as well as many other training. The Board thanked Leslie for an enlightening presentation.

Next meeting will be in St. George on September 12<sup>th</sup> beginning at 9:30 am. Nate asked to be excused. Judy will be asking for an RSVP, UAACCE will cover the cost of the overnight stay and mileage expenses. The meeting will be centered on Conference, Service Learning monies will be discussed (Judy), NCEA membership (Janet), Constitution (Scott), Historian/Archive.

Thanks to Nikki for lunch.

Move to adjourn by Janet, seconded by Nikki. Motion passed. Meeting adjourned at 1:05 pm.

NEXT Meeting: September 12, 1008 in St. George at 9:30 am, place to be announced

