

UAACCE BOARD MINUTES

August 12, 2011

Board Meeting – United Way of Northern Utah

Present: Sandi Grant, Heather Young, Kaye White, Lory Curtis, Tracy Moore, Nikki Lovell, Claudia Thorum, Ann Kane, Alisha Thomas for Tyson Smith, Janet O’Riley

Excused: Tyson Smith, Gayle Mahler, Amy Boettger

Absent: Jenna Duncan,

Assignments	Due Date	Responsible Party
Newsletter Articles	Aug. 22th	Adult Education Report Corrections Report Continuing Education Report Community Education Report Board Bios for each edition UAACCE Conference Article
Award Nominations	ASAP	Sandi
Board Nominations	ASAP	Sandi
New Board Members	ASAP	Everyone

MINUTES

Heather called the meeting to order at 9:20 AM.

MPAEA – Tracy announced that the MPAEA has had an offer from COABE to join memberships, which means that members of MPAEA will automatically become members of COABE and receive a \$75 discount on the COABE Conference. The cost would be approximately \$1200 for MPAEA to do this. MPAEA is offering this to the State Organizations. The State Organization agrees to pay MPAEA \$500 per year for their MPAEA members to become part of COABE. This means that when a member of UAACCE becomes a member of MPAEA they

will also become a member of COABE. Nikki moved that UAACCE pay the \$500 to help members become members of both MPAEA and increase conference costs by \$5 to help offset the cost and COABE and advertise this as part of the Conference. Tracy seconded and the motion passed.

MPAEA Membership – Janet asked Tracy to check with MPAEA and make sure that we had been credited for the overpayment last year. We paid the MPAEA membership twice and should now be paid for this coming year. Janet will send information to Donna Bakke and Detlef Johl and Tracy will check also.

MPAEA – Next year the conference will be in Helena, Montana (2012); 2013 in Jackson Hole, Wyoming; 2014 Colorado will host; 2015 Idaho will host; and 2016 Utah will host.

Welcome – Nikki welcomed everyone to United Way’s Ogden office and announced they had just opened a new volunteer Center in the Ogden office. The Ogden office also has the Grants’ Center and is the head of the combined campaign for seven states. One of their new projects is reading volunteers for the schools and other sites offering reading to children and young adults.

Welcome – Heather welcomed everyone and introduced Alisha Taylor to the Board. Alisha is Tyson’s assistant and will be coordinating the vendor information for the conference.

CONFERENCE– Kimberly will again do the conference brochure, Alisha will check with Tyson to see if he can still get it printed for us. There was a discussion on breakout topics for conference with this result:

COMMUNITY EDUCATION - Janet and Nikki will work on getting presenters for the following topics: Diversity; Bullying; Energy Drinks; Suicide; and Community Schools

CONTINUING EDUCATION - Brain Research and Learning (U of U); Transitions (Kaye); Social Media Marketing (Claudia); Blackboards to Canvas (Kaye); Cyd Grua (Heather)

ADULT EDUCATION - ESL in the Workplace (Kaye); ABE Scope and Sequence (Claudia); Computer Assisted Instruction (Amy and Tracy); New Core Standards (Tracy); New GED (Claudia)

ADDITIONAL BREAKOUTS - Richard Cooper – Learning Differently; Zumba Dance Exercise (Ann); Stress Reduction (Ann)

CONFERENCE LOGO – Board reviewed the two logos sent by Kimberly and decided with a few adjustments the Mountain logo will work. Delete the UAACCE logo on the front, change the mountains in the front to the ones in the back; clearer fonts are needed to make it easier to

read. Heather will work with Kimberly to make the changes. Sandi will get in touch with Michelle to make the time changes on the website and update the conference scholarship. After much discussion it was decided that the conference will be advertised as a 1 ½ day conference instead of a conference and a pre-conference. The costs will be \$50 for Thursday only including dinner; \$110 for Friday only; and \$140 for the full conference. Along with the Full conference and the Friday only a one year UAACCE membership will be given. A section will be to offer MPAEA and COABE Membership for \$35. After much discussion it was decided that we would offer 10 Scholarship of \$75 each. Sandi will update the form and send it out for discussion. It was also decided that Presenters would be allowed to attend the conference free of charge if they so desired but it would be an extra \$25 for UAACCE membership.

BOARD POSITIONS – Currently there are two Board positions open: 1 year of Katrina’s position and 2 year for Ralph’s position. We need to find people to fill these positions. It was suggested that Cindy Kruger, Judy Tukuafu, Mindy ? (taking Jim Anderson’s position at Horizonte), and/or Susanne Makishi fill one of these positions. We will need an additional 4 new members: Claudia, Jenna, and Gayle will be leaving the Board after this year and Kaye will be retiring as Past-President. We will need to fill the three new vacancies and one person to fill the unfinished term of the new President-Elect to be named in November. It was suggested at Claudia agree to another term, so that she can remain on the MPAEA Board. She said she would think about it.

BREAKOUT SESSIONS - If Vendors would like to present we do have an additional room we can use for that purpose if needed. Lory would like all Call for Presents to him as soon as possible and no later than the end of August. Kimberly will need time to create the program and we will need time to get it printed. Make sure that all the information on the Call for Presenters is completed.

LUNCH KEYNOTE: Lory reported that he has had no progress with the U.S. Department of Education. Nikki suggested that we ask Cheryl Love to do an action lunch keynote on Diversity and how we treat others. It was agreed that Nikki contact her and see if she is available.

MARKETING: It was suggested that we market to Developmental Education, Adult Education, Community Education, Continuing Education, and the Afterschool Programs. Janet will look into having Zermatt give us a door prize for those that attend the Preconference. We will need to do some mass mailing and the newsletter has to get out—so please send Sandi your articles.

PROGRAM: Kaye will oversee the program development, Kimberly has agreed to do the graphics – both will need information. Ann and Granite Peaks will set-up registration and payments, etc. The Call for Presenters is now online. Those filling out the form can do so online and the finished form will be emailed to Lory.

BUDGET – Janet passed about the Budget for review, no discussion was held. She also asked that she be able to move \$5,000 out of savings into checking to help cover immediate conference costs. Sandi so moved, Lory seconded. The motion passed.

Meeting adjourned at 11:30 AM

Nikki provided lunch for the Board.

Next Meeting: September 9, 2011 at Granite Peaks – Heather will send out additional details later..