

MAACCE EXECUTIVE COUNCIL MEETING  
OCTOBER 7, 2005  
TAN – TAR A Resort

**Members Present:** Jay Acock, Sarah Beaman-Jones, Judith Dishman, Gina Ganahl, Laurel Hall, Rhonda Hamner, Michelle Hanson, Tom Haggerty, Paulette Isaac-Savage, Lorene James, Jackie Jenkins, Rhonda Jones, Mary Ann Kramer, Kim Nash, Diane Schroeder, Brenda Smith, Joe Torrisi, Bill Wagner, Millie White

Meeting called to order at 9:00 a.m. Welcome and Introductions – Diane noted that according to the MAACCE Constitution that instead of MAACCE Board we are the MAACCE Executive Council and from now on it would be noted accordingly. Diane also reminded members that newsletter items are due October 11, 2005.

**Call for Agenda Items**

- A. Board resignation
- B. MAACCE member MOACTE policy
- C. \$1,000 NCEA Volunteers

Motion made by Gina Ganahl to accept the MAACCE Agenda for October 7, 2005, seconded by Judy Dishman, motion passed.

**Approval of Appointed Board members**

A motion was made by Paulette Isaac-Savage to accept the resignations of: Mary Ann Kramer as Membership Committee Chair and Brian Knoller as Public Relations Chair. Seconded by Lorene James, and motion passed by majority.

After discussion a motion was made by Jay Acock to approve the following MAACCE Board appointments. Seconded by Paulette Isaac-Savage, and motion passed by majority.

- Kim Nash – Membership – one year
- Rhonda Hamner – Nominations and Awards – two year
- Missi Corey – Publications – one year
- Sarah Beaman - Jones – Legislation – two year
- Lorene James and Mary Ann Kramer – COABE Conference Co-chairs – thru the COABE Conference in 2008

President Diane Schroeder noted the following: Becky Walstrom was appointed as AAACE affiliate for a three year term at the June Meeting; MAACCE still needs a nominee for Historian to replace John Henschke.

A motion was made by Paulette Isaac-Savage and seconded by Millie White that we have a Special Executive Council Meeting on March 10, 2005 at 1:00 p.m., in St. Louis at UMSL to view the archives. Motion passed.

**Secretary's Report:**

Diane noted that MAACCE minutes will now be sent in advance of meeting and members are to bring copy of the minutes to the meetings.

Diane made an amendment to the June minutes correcting the dates of the MAACCE 2005-2006 Board Meetings.

A motion was made by Lorene James and seconded by Laurel Hall to accept the minutes as amended. Motion passed.

## **Treasurer's Report:**

**Conference Report:** Jackie announced that the MAACCE 2005 Conference did well with a profit of \$21,921.79.

Motion made by Lorene James, seconded by Mary Ann Kramer to accept the 2005 Conference Report. Motion passed.

**Regular Budget:** After review Jackie made a motion that we move \$10,000 from the regular checking account to savings. Motion passed.

After discussion, a new motion was made by Jackie Jenkins seconded by Tom Haggerty to investigate the highest money bearing account and to deposit it in that place. This will supercede the previous motion. Motion passed.

Motion made by Lorene James, seconded by Laurel Hall to approve the MAACCE Treasurer's Report. Motion passed.

## **Old Business:**

Laptop - Jackie Jenkins announced that purchases have been made of Laptop for \$935.00 with additional software and cables purchased for \$50.00. She would also like to hang on to the old one for a while for completion of records. Jay will look into the bylaws as to guidelines of donating the laptop in the future.

MAACCE Reimbursement Form – Jackie Jenkins explained the process to members and the importance of receipts.

MAACCE Website – After discussion, the motion was made by Tom Haggerty seconded by Millie White to authorize the Publicity Committee to spend up to \$3,500 for one year, to redesign the website and maintain it. Motion passed.

## **2005 Conference Update**

### **Suggestions for 06 conference**

- Upgrade drink ticket organization
- Schedule breaks to accommodate exhibitors
- Shorten time of entertainment
- Call for Proposals out by February

### **2006 Conference**

Laurel reported that the planning committee met on October 6, 2005 with 20 members present. All sections of the program are chaired and the theme will be: **“Enhancing Learning In Times of Change” 2006 MAACCE Fiesta .**

2006 – 2011 Conference Update

TAN TAR A Resort has agreed to keep the room price at \$108.00 up to 2011.

2006 – June 21<sup>st</sup> – 23<sup>rd</sup>

2007 – June 20<sup>th</sup> – 22<sup>nd</sup>

2008 – COABE – St Louis April 28<sup>th</sup> – May 2<sup>nd</sup>

2009 – MVEA Kansas City – Adams Mark Hotel

20010 – June 23<sup>rd</sup> – 25<sup>th</sup>

20011 – June 22<sup>nd</sup> – 24<sup>th</sup>

## **2009 MVAEA**

Michelle Hanson made a motion seconded by Judy Dishman to continue negotiations and sign contracts with the Kansas City Westin at Crown Center as the Hotel site for the 2009 MVAEA Conference June 10<sup>th</sup> – 12<sup>th</sup> with pre-conference activities June 8<sup>th</sup> and 9<sup>th</sup>. Motion passed.

### **Approved 2006 Conference Budget Conference Fees**

Hovland winners must be MAACCE Members and they know in advance that they must be present at the following year's conference. Other winners except the Award of Merit are MAACCE Members and should be registered for the conference.

Diane would like to see a line item included for **Award of Merit only** to pay for one night lodging and meal for guest if needed. (This will not be advertised)

Laurel Hall made a motion to pass the 2006 Conference Budget estimated at expenditures of \$70,300 seconded by Rhonda Hamner. Motion passed.

### **Constitution Update**

Jay Acock passed out copies of the Constitution changes voted on at the June Business Meeting.

### **Constitution By-Laws**

Bylaws have been changed to reflect new standing committees. Changes have been made in Article II sections 1 and 4, Article III sections 2,3 and 4

A motion will was made by Jay Acock, seconded by Paulette Isaac-Savage that changes be approved and effective as of June 2005. Motion passed. (See attached MAACCE By-Laws)

### **MAACCE Letterhead /Logo/Business Cards**

Diane passed out copies of letterhead and logo designs. After discussion a motion was made by Judy Dishman seconded by Tom Haggerty to allow President Diane Schroeder to select MAACCE Letterhead and Logo based on a tally made by MAACCE Executive Council.

Diane also suggested that the Publicity Committee make up a template to be used for MAACCE Business Cards.

### **Missouri Steering Committee**

Tabled until February MAACCE Executive Council Meeting

### **Category Reports**

#### **AEL Administrators – Bill Wagner**

No written report, but Bill Wagner filling in for Clay Ware updated Executive Council members on the September AEL Directors Meeting. Items presented were:

- New AEL Certification requirements
- Legislative Issues
- New money for Workplace Grants
- Next AEL State Directors meeting April 2006

#### **AEL Teachers - Tom Haggerty**

- The AEL Teacher Network has been established. Currently there are 68 members of this network. The database of this network has been sent to all of the members either through email with the file attached or by hard copy in US mail.
- Missi Corey (Houston AEL program) has volunteered to be the AEL Teacher Representative to the Public Relations / Publicity Committee or the Committee Chair depending on decision by President / Executive Committee.
- Volunteers to serve as the AEL Teacher Representatives for the other newly approved MAACCE committees have been requested. Names will be submitted after clarification and discussion at the October Board meeting.

### **Community Education - Brenda Smith and Joe Torrissi**

The Community Education Category members elected or had volunteers to serve on standing committees at the summer conference.

Those individuals are: Pat Tatum- Nominating and Awards ; Peg Pederson- Membership; Sheryl Ferguson- Public Relations and Publicity; Maka Taylor – Legislative.

Planning is still continuing for the NCEA Conference, December 7-10, 2005. Volunteers are still needed for the NCEA Conference from Missouri.

The Fall Community Education Directors Meeting will be held October 14 at Fort Osage, MO. This is the second meeting in the series for high quality professional development with the specific focus of marketing of programs. The focus began at the summer MOACTE meeting in July, 2005. Sheryl Ferguson, Kirksville, is the coordinator of this group. Best Practices of Community Education programs across the state are always shared by participants at the meetings.

Program suggestions for the category meeting are being discussed and sought from the members.

### **DOC - Judy Dishman**

Department of Corrections operates 13 schools and 2 contracted schools. Last fiscal year 2004-2005 there were a total of 1037 GED's. This was a pass rate of 84% of those who were tested. At the present time the teaching staff is continually reworking the MOBES tracking sheet to better benefit those working toward their GED. Each school elected a "teacher of the year." These teachers will be responsible for keeping their school informed about MAACCE. As a liaison they will be responsible for encouraging others to participate in MAACCE presentations, articles for auction, and nominations for various awards

Many institutions have created a transition housing unit. These inmates are required to participate in an Essential Skills/Life Skills class. Another program set up for inmates under the age of 26 is a College Program for the Incarcerated. This is a free program for these students through a university and facilitated by our corrections manager/education

### **Higher Education - Paulette Isaac-Savage**

The Higher Education category has decided to host a pre-conference at the 2006 MAACCE conference. Paulette Isaac-Savage, Gina Ganahl, and George Boddy have been spearheading the event. At this point, we are still in the discussion stage deciding which topic will be best suited for our members and which format (i.e., speaker, panel, etc.) to use. Based on feedback we have received thus far, many people think a speaker would be the most appealing, but some liked the idea of a town hall component as well. We have even considered having a working lunch. We plan to make a final decision within the next few weeks.

George Boddy will represent the higher education category on the Legislative Standing Committee.

Barb Carder will contact the Missouri Distance Learning Association (MDLA) to see if they may be interested in either joining our category or attending the conference. We hope this will increase our numbers.

### **Affiliate Reports**

#### **AAACE - Becky Walstrom.**

No written report Diane Schroeder gave update for Becky Walstrom.

#### **COABE - Lorene James**

We are sorry to report the loss of one of COABE's longstanding board member, Ms. Cuba Miller, on Friday September 16, 2005. Cuba has chaired the Scholarship/Incentive Grant committee for a number of years. Her presence will certainly be missed in the COABE family.

COABE is busily planning several institutes which will lead us to our April 26-29, 2006 Conference to be held in Houston, Texas. The "Regional Institute By the Sea!" collaboration with South Carolina Adult Education Department will be held November 13-14, 2005 in the Historic Charleston, South Carolina. Numerous strands are being developed around adult education hot topics i.e. "Dealing with the Young Adult Population"; "Low Level Readers"; "LD and Disabilities", etc. For additional information you can download details at [www.francismarioncharleston.com](http://www.francismarioncharleston.com)

COABE Members are asked to give input into the EFF Institute planned for December 14-15, 2005 in Atlantic City, New Jersey. For more information download "EFF Conference Announced and Membership Survey". COABE will co-sponsor a Regional Institute in Maine. This regional professional development activity will be held in Portland Maine and is scheduled for sometime in October 2006. The "Call for Presentation Proposal" form has been released and copy was attached to written report passed out at meeting.

As always we are always encouraged to recruit new members to the organization. It has been made easier then ever. Simply go to the [www.coabe.org/membership/inden.html](http://www.coabe.org/membership/inden.html) and register online.

Upcoming COABE Conferences will be as follows:

April 27-29, 2006 Houston, Texas

April 22-26, 2007 (Tentatively) Philadelphia, Penn (Potential March 12-16, 2007)

April 28-May 2, 2008 St. Louis, Missouri

#### **MVAEA**

Michelle Hanson

After this year's conference in Overland Park, Kansas MVAEA has an estimate a membership of 270. MVAEA has been asking for donations to the tsunami relief fund and will possibly be donating \$1000 to this relief effort.

The MVAEA annual spring conference will be held at the Holiday Inn in Fargo, ND on April 26-28. This year's conference theme is "Expanding Horizons". For up-to-the-minute information (including conference attractions and registration details), be sure to visit MVAEA's home page at [www.mvaea.com](http://www.mvaea.com).

#### **NCEA**

Jay Acock

The 40<sup>th</sup> Annual NCEA Conference is scheduled for December 7 – 10, 2005 at the Renaissance Grand Hotel, St. Louis. The Final Keynote Speaker was announced and the NCEA is pleased to have Warlene Gary as this speaker. Ms. Gary is the Chief Executive Officer of the six-million member National PTA organization. She will be speaking to the theme of the Conference, *Community Education: The Gateway to Strong Diverse Communities* by addressing Community Education as the underutilized resource for schools to connect families and communities to their schools. For Hotel reservations call 1 - 800-397-1282 and for additional information and conference schedules go to [www.ncea.org](http://www.ncea.org).

#### **Volunteers are needed**

In helping the National Office have an organized and smooth running conference volunteers are still in need. If you would be interested in volunteering to help with the 40<sup>th</sup> Annual NCEA Conference you can call Mr. Don Owens, 314-600-7799 or Ms. Peg Pederson, 314-345-4592, our Co-Chairs for the Planning Committee. We can use the help!

Jay also added that if volunteers can volunteer twenty four / seven that the conference registration fee can be waived. Volunteers must pay for their own food.

A motion was made by Paulette Isaac-Savage and seconded by Jay that all reports be included into the minutes. Motion passed.

#### **Board Resignation**

A motion was made by Judy Dishman and seconded by Tom Haggerty that the resignation of Alice Hutschreider from the MAACCE Executive Board be accepted. Motion passed. Alice will continue to serve on the MAACCE Planning Committee.

#### **MAACCE Member MOACTE Policy**

Gina Ganahl made a motion seconded by Paulette Isaac - Savage that discussion of appointing a MAACCE Member to the MOACTE Policy Committee be tabled until Gina Ganahl has time to gather more information. Motion passed.

#### **Possible Higher Education Affiliates**

Tabled until the February meeting.

#### **NCEA Volunteer Funding**

Jay Acock made a motion seconded by Paulette Isaac/Savage that MAACCE supply an additional \$500.00 for the support of volunteers at the December 7-10 NCEA Conference. This would bring the total to \$1000.00 with \$500.00 coming from the money allotted the Community Education category. Motion passed.

#### **Meeting Dates**

February 3, 2006 - TAN – TAR A Resort  
March 10, 2006 – UMSL

A motion was made by Paulette Isaac - Savage seconded by Millie White that the meeting be adjourned at 12:35 p.m. Motion passed.

Respectfully submitted,

Rhonda Jones  
Secretary

