

MAACCE EXECUTIVE COUNCIL MEETING
September 22, 2007
Tan-Tar-A Resort

Members Present: Sarah Beaman- Jones, George Boddy, Gina Ganahl, Michelle Hanson, Laurel Hall, Alice Hutschreider, Lorene James, Rhonda Jones, Kathleen Mikelson, Dana Thorp-Patterson, Janie Robertson, Joe Torrisi, Diane Schroeder, John Stains, Bill Wagner, Clay Ware, Becky Walstrom, Toni Wright

Guests: Jackie Jenkins, Ron Jewell, Mary Ann Kramer,

Meeting called to order at 9:10 A.M.

Call for Agenda Items

COABE Seed Money
Web Page

Board Members Resignations

Rhonda Hammner has resigned as Awards and Nominations Chair.

Approval of new Board Member

A motion made by Diane Schroeder and seconded by Gina Ganahl that Alice Hutschreider be the new Awards and Nominations Chair. Motion passed.

A motion was made by Lorene James and seconded by Diane Schroeder that Jamie Preul be the new Historian Co-Chair with Wendell Smith. Motion Passed.

Secretary's Report

A motion was made by George Body and seconded by Michelle Hanson to approve the April 7th minutes with corrections. Motion Passed.

A motion was made by Bill Wagner and seconded by Diane Schroeder to approve the June 23 minutes with the correction of John Stains and Sarah Beaman- Jones moved from guests to members present. Motion passed.

Treasurer's Report

2006 Conference Report – Jackie Jenkins

A motion was made by Michelle Hanson and seconded by Sarah Beaman - Jones to approve the 2006 Conference Report. Motion Passed.

MAACCE Treasurer's Report – Dana Tharp – Patterson

MAACCE Treasurer's Report 6/16/06 Dana Patterson

After review a motion was made by Michelle Hanson and seconded by Sarah Beaman- Jones that the 6/16/06 MAACCE Treasurer's Report be approved. Motion Passed.

Old Business

Hovland Award

A motion was made by Sarah- Beaman- Jones and seconded by Janie Robertson that two Hovland Awards be increased to \$1,000, effective June 2006. Motion Passed.

A motion was made by Lorene James and seconded by Sarah- Beaman- Jones to pay registration to MAACCE Conference, plus \$500.000 to recipients upfront with proper invoices, effective 2007. Motion passed.

Editor Position

Job descriptions for position of editor were passed out for discussion. After review it was decided that newsletter would still be the responsibility of the MAACCE Publicity Chair. Job description will be saved for future reference. President Laurel Hall took a show of hand; all were in favor.

The following suggestions were made concerning the newsletter:

1. Total Online newsletter – John will check cost of fewer mailed newsletters.
2. Clay Ware suggested we put a survey on the web site or at time of conference.

Discussion tabled until next meeting.

Constitution Changes

Diane Schroeder passed out by laws for review of the following changes:

- Page 2 – At the end of each annual review or independent financial audit the treasurer (with Presidential approval) will receive a \$1,500.00 stipend.
- Page 6, Section 1. – Financial Support. Two \$1,000.00 grants may be awarded each year.
- Section 2. C. – MAACCE membership and conference registration fees will be paid for the award recipient(s) to attend this conference.
- Up to \$500.00 of the award may be requested with appropriate invoices prior to completion of the above requirements. The award recipient(s) will receive the grant or balance of the grant following satisfactory completion of the award requirements.

A motion was made by Sarah Beaman- Jones and seconded by Alice Hutschreider to approve changes to the MAACCE By-Laws. Motion Passed.

2006 Conference Overview

- MAACCE Membership is: 682 (11 lifetime members, 4 comped memberships.
- Total Conference Revenue: \$65,969.00
- Total Conference Expenses: \$64,240.00
- 2006 Net Profit: \$1,718.08
- Expected Profit: 3,256.18

Laurel Hall announced that the conference comments were in the above average category.

Committee Reports

2007 Conference Planning – Clay Ware

Welcome and Introductions:

Clay Ware, 2007 Planning Chair, called the meeting to order. Introductions included an icebreaker to give the committee a chance to get to acquainted with each other.

Call for Agenda Items: no items were added

2006 Conference Overview:

Mr. Ware asked that Ms. Laruel Hall, Co-Chair/ President, share last year's 2006 Conference evaluation with the committee. She also circulated the compiled comment sheets. Suggestions included: a new member meeting; more break out sessions-ESL, HE, CE; sending more mailings out prior to a conference on offerings; etc.

Mary Ann Kramer requested that every category begin the call for presentations early in the year. She felt that this may increase the number of presentations for the 2007 conference.

2007 Conference Assignment

Mr. Ware shared the committee chair assignments and asked for confirmation of suitability from each committee member. Adjustments were made when necessary. It was agreed that the final committee list would be completed and shared by the close of the month.

2007 Conference Theme Brainstorm

A plea was made by the Planning Committee Chair to share any thoughts on a theme direction to explore for the 2007 conference. Mr. Ware then shared an idea for a "Red Carpet" approach that would focus on celebrating and honoring our membership. The theme that he offered was *"A MAACCE Affair"* *"When the Stars Come Out"* a 2007 Conference Gala Celebration. Committee members liked the approach to honoring their membership and added Celebrating MAACCE Membership, thus, removing Gala Celebration.

The theme was further explored and several ideas were shared. The biggest included having the awards night serve as the "Oscar" event and everything to build to this evening.

Committees broke into 4 groups to brainstorm ideas for the 2007 conference using the theme. Each group shared their ideas along with their budget proposal for their committees after about 45 minutes. It was agreed that their assignments and final approved budgets would be emailed to them in the next two weeks.

The meeting was adjourned until the next meeting on Thursday, February 1, 2007 at Tan-Tar-A Resort, Lake Ozark, MO.

A motion was made by Joe Torrasi and seconded by Sarah Beaman- Jones to raise the 2006 Early Bird Registration to \$195.00, 2006 Registration to \$245.00, and late 2006 Conference Registration to \$270.00. Motion passed.

A motion was made by George Boddy and seconded by Lorene James to approve the \$70,000 conference budget for the MAACCE 2007 Conference. Motion Passed.

Awards and Nominations: No Report

Publicity & Membership – John Stains

Publicity/Public Relations Report

The September Newsletter has been finalized and is being published. Mail outs should begin at any time. The Chair will continue to edit the newsletter for the time being but if it become too much of a burden will let the board know and the process to find an editor can begin.

The organization's brochure and business cards was given to me the night before and I can start printing up both items if there is approval for the current documents to be used.

Other professional organizations have been contacted and a request made to have an articles be submitted to their newsletters. The organizations were the Missouri Community College Association (MCCA) and the Missouri Association for Workforce Development (MAWD). No response has been given.

The chair would like clarification as to what the full duties of the position are. The constitution is vague in the description.

A motion was made by John Stains and seconded by George Boddy, that once MAACCE brochures were reviewed that publication and distribution could begin. Motion passed.

Category Reports

AEL Administrator – Bill Wagner

The AEL Administrators met during fall directors meetings at Tan-Tar-A September 12 – 15.

The directors meeting was held Friday September 15, 11:00 a.m. at Tan-Tar-A

Secretary report was approved from June MAACCE meeting.

Treasurer's report was approved.

New AEL directors were introduced and mentors were assigned for the next year. The new board of officers and board were introduced to the membership.

Bill Wagner – President

Ramona George – President Elect

Treasurer's – Susan Burns

Secretary – Anna Jorgenson

Board

Amy Jones

Steve Rhoads

Diane Schroeder

Kaye Cockrum

Annual fall regional meetings were set November 13 – 16

NE will meet 15th at North Kansas City program

SW will meet 16th at Lebanon program

East/SE will meet at Jefferson College, Arnold

Central will meet 14th Jefferson City program
COABE 08 update was given by Lorene James
Lorene is looking for more volunteers to chair committees.

The directors have \$500.00 to utilize from MAACCE to promote adult education.
Advocacy will be the goal of the board and the membership for the up coming year with several different options for discussion. The board will take the leadership role in developing a plan of action for the directors for the coming year.

AEL Teacher – No Report

Community Education - Joe Torrasi – Kathleen Mikelson
No written report.

Joe and Kathleen shared goals of community education for the coming year.

Department of Corrections – Janie Robertson – Toni Wright

Dr. Jon Warren, Assistant Directors, Division of Offender Rehabilitative Services/Education and a **MAACCE member since 1985**, is retiring September 30. Best wishes to Dr. Warren!

The Academic Education and Career and Technical Education sections in each correctional facility is participating in Regionals, a professional development opportunity for staff to meet with colleagues and participate in specific trainings and trainings of their own design. Specific trainings include Technology, Power Path, English Language Learners, and Framework for Understanding Poverty. Optional trainings include Attention Deficient Disorders, How to Deal with Difficult Co-workers and Who Moved My Cheese?

Approximately 50 DOC teachers attended AEL summer workshops for certification. We are now preparing for our annual in-service.

Nineteen correctional centers have named Educator of the Year for FY 06. These award winners will have the opportunity to attend MAACCE in FY 07. Congratulations!

Higher Education – Gina Ganahl – George Boddy
No written report

Gina and George shared the following goals:

- Increase membership
- Develop a recruitment letter
- Host Pre-conference – new theme
- Have more presenters at 2007 conference

Legislative – Sarah Beaman- Jones

This summer during the experienced teacher workshops in St. Joseph, Independence, St. Charles, Springfield, and Poplar Bluff, I invited the teachers who were interested to join our advocacy email alert list. There are now 71 members. Since the last report, I have sent out two alerts. One focused on the Jim Talent/Claire McCaskill race. The action suggestion was to contact both candidates requesting additional support for adult education. The second alert referenced new resources on the ProLiteracy web page for advocacy ideas.

Affiliate Reports

AAACE – Becky Walstrom

No written report

- Conference November 7 – 10 Milwaukee Wisconsin
- Response from AACCE concerning 2007 conference. Becky will contact new AAACE President.

COABE – Lorene James

- COABE 2006 National Conference was held, April 26-29 in Houston Texas, and was a huge success.
- California literacy Conference, October 19 – 21, 2006 at the Pasadena Hilton, Pasadena California.
- Kentucky Association for Adult and Continuing Education Conference, October 26-27, Louisville's, Kentucky.
- COABE will co-sponsor a regional professional development activity in Portland Maine October 23-24.
- COABE 2007 conference will be held in Philadelphia, Pennsylvania, March 25 –28, at the Sheraton Philadelphia. Go to COABE 2007.org for more details.
- COABE has entered into an agreement with the Adam's Mark St. Louis for the 2008 COABE Conference. The dates for the conference are April 28 – May 1st.
- The first 08 Conference Planning Committee meeting was held Thursday, July 6, 2006. Dom Gagliardi COABE President joined the committee and provided tips for conference planning. Committee was also given a tour of the facilities.
- The 08 committee co-chairs are aggressively seeking members to serve. Lorene passed out a list of Steering Committee members who have committed.

COABE 2008 – Mary Ann Kramer

COMMITTEES:

Almost all of the committees have at least one chair (list passed out). Committee chairs are recruiting members for their respective committees, identifying budget needs, making plans, researching prospects, preparing materials, etc.

Committees still in need of chairs: Meeting Room Set-up, Transportation.

Committees still in need of co-chair: Sponsorship (St. Louis area), Technology.

Steering Committee met July 6, 2006 as planned with COABE President Dom Gagliardi.

Next Steering Committee meeting: October 12, 2006 from 10 a.m. to 3 p.m. at Adams Mark Hotel.

FINANCE:

The finance is drafting a tentative budget for the conference based on committees suggested budgets and previous conference reports.

PROMOTION:

The theme/logo for the conference is Show Me Success: Empowerment through Diversity. (Logo passed out to board).

Co-chairs for the 2007 COABE Conference in Philadelphia have been contacted. Missouri is tentatively scheduled to host a reception on Monday March 26 from 4:30 – 5:30. We will also have a “booth” in the exhibit area to distribute promotional materials.

Deanna Wheat is our contact with The St. Louis Convention and Visitors Center and is eager to help us in our promotional efforts. She will join us for part of our Steering Committee meeting in October.

MVAEA – Michelle Hanson

Missouri Valley Adult Education Association Board will be meeting October 12th & 13th in Souix City, Iowa. One of the issues that will be discussed is the 2008 Conference which South Dakota is scheduled to host. South Dakota has been experiencing some funding issues within their State and will not be able to fulfill their obligation for the 2008 conference. Since Missouri has already made plans to host the conference in 2009 and will be hosting the COABE conference in 2008, I will let them know that we will not be able to help out with this issue. I will report back at our next meeting the board's solution to this problem.

NCEA – Jay Acock

2006 NCEA National Conference in Reno, Nevada

The 41st NCEA Conference is just around the corner. The 2006 Conference will be held in Reno, Nevada, November 29 – December 2, at the Nugget Hotel. Come join the largest national gathering of community educators for this 2 1/2 day conference to learn more about creating the comprehensive community school for the 21st Century. Find out about issues, models, best practices, services and products that you can use. Newcomer or Veteran, you'll find what you need. For more details go to the www.ncea.org Web site.

Community Education Training Center Closes

The National Center for Community Education closed its doors June 30, 2006, after 40 years of helping train Community Educators around the Nation. The Center, located in Flint, Michigan, help develop regional Community Education training Centers around the nation in the 1980's (University of St. Louis was one). The Center trained many Directors, Coordinators, Staff, and Teachers during its 40 years of service. The Community Education family thanks the Directors and Staff of the Center for a job well done and everyone wishes them the best

National Community Education Day---November 14, 2006

National Community Education Day is not far off. The date is Tuesday, November 14th. The Theme for this year is “Community Education Builds Better Communities”. Copies of Governor Blunts' Community Education Day Proclamation will be available through the Community Education Office at DESE. Anyone wishing to obtain a copy needs to contact the Community Education Office, 573-522-6727 or email jay.acock@dese.mo.gov

National Community Education Hall of Fame Nominations

John Windom, Chair of the 2006 Hall of Fame committee invites all NCEA members to nominate individuals they feel deserving of membership. Nominations must be received no later than September 30, 2006. For more information go to the Web site, www.ncea.org

Other – Called Agenda Items

COABE Seed Money

A motion was made by Dana Patterson and seconded by Diane Schroeder to provide \$25,000 from the MAACCE Savings Account, and to establish a separate checking account for the COABE 2008 conference. Motion passed.

A motion was made by George Boddy and seconded by Michelle Hanson that \$10,000 from the MAACCE Savings be moved to a CD. Motion passed.

Web Page – Sarah Beaman- Jones pointed out that the Hovland Grant Application needs updating.

A motion was made by Sarah Beaman Jones and seconded by John Stains that the meeting adjourn at 12:35 p.m. Motion passed.