MAACCE Minutes Sep 14, 2022

Attendance: Lorraine Gardner, Karen Musemic, Lydia McClellan, Shannon Hinson, Cheryle Martin, Stacey Snider, Julie Johns
Virtual Attendance: Juli DeNisco, Debby Calderon, Tina Hunsel, Carl Wade, Paige Ebbs

10:15am Zoom with Michelle Chiles from COABE- she summarized COABE member benefits for state membership, and highlighted the Ignite software. We are in the process of implementing the use of our Ignite software and adding it to our website for members to access. Michelle is going to contact Kevin White about training and implementation.

Cheryle Martin called the meeting to order

Old Business
Minutes for Approval- Lydia reviewed the minutes, Shannon motioned to approve, seconded by Karen, all approved
Treasurer's Report- Shannon presented her report for planned vs actual expenses and revenue,
Stacy motioned to approve, seconded by Lorraine, all approved.

New Business
Budget FY23 Discussion: conference registration cost will be kept the same, early bird deadline is April 30th and will not be extended. Registration will also not be reopened after it closes, regardless of situation. $275 early bird, $300 regular, plus $35 for membership. Registration deadline is June 9th. Open conference registration by Feb. 1st. June 19-22 2023 conference dates.
Adult Ed Directors- Stacy Snider- no comments
Adult Ed Teachers- Debby Calderon
After School- Carl Wade- very busy now that school is back in session.
Awards and Nominations- nothing will change
Advocacy- Kevin White, not present
Community Ed- no representative present
COABE- Juli is having a logo made through COABE using the one Cheryl designed
Tina is going to work on updating the docs and names on the website.

New Items for Discussion/Approval
New Logo- Cheryl designed a new logo and it was approved by all, she will send the jpeg out
Category Stipends- AEL Teachers and AEL Director will get $500 each and AS will get $1000
Conference App- use a texting app instead or send through email via text messages, post the schedule online as a PDF
Roles and Responsibilities of the Board- 2 years as president elect, 2 years as president, 2 years as president elect- this will allow for more continuity and time for training, Shannon motioned to approve new terms, Stacy offered as second, all approved.

Added roles for categories, conference- we will be adding an AEL teacher co chair. Linsey Woods and Penny Carmon have both expressed interest.
Membership committee role- Shannon will handle that as part of her role with registration.

New roles?- for now, we just want to work on getting new people involved in planning or board. Karen would like to see a role added for support in coordinating rooming schedules with the hotel, etc. She is going to reach out to Lindsey Woods and see if she is interested in this. **Co-Chair for AEL teachers category-** Penny Carmon and Lindsey Woods have expressed interest in helping. We will reach out to them with specific items to see if they would like to commit.

Planning Committee Minutes

The group reviewed the comments from the conference evals.
We could use a conference Drop Box (or something similar) for presenters to place their files in.

Conference Evals- we will use Survey Monkey again.

Tina will continue doing the website schedule for the conference. Cheryle will handle decorations.

Schedule: Day 1- reg opens at 9am, opening session at 1pm (greetings, heavy snacks, vendors, illusionist, prizes), breakout #1 at 3:45pm, #2 at 5pm

Day 2- registration open at 8am (surprize prize), breakfast 8am (visit with exhibitors too), breakout #3 930am, breakout #4 1045am, lunch 12pm-1:15pm (awards, prizes, business meeting), breakout #5 130pm, breakout #6 245pm, snack break 345-415pm, category meetings 415pm (with prizes)

Day 3- breakfast (surprise prize) open at 8am, breakout #7 9am, breakout #8 1015am, snack 1130, closing speaker at noon, prizes following.

Pre-conference- we need ideas on different session ideas. We will run from 9-4pm.