

Winter Board Meeting January 28th and 29th, 2006 Front Street Learning Center

Paula Arneson, Marilyn Lockhart, Jan Huff, Vicki Mattingly, Suzette Fox, Donna Bakke, Becky Bird, Detlef Johl, Debbie Demarais, Deborah Richardson, Amy Fabey, Don Berryman.

The meeting was called to order at 2:19 p.m. by President Paula Arneson. Deborah Richardson, the new MAACE secretary, introduced herself.

It was suggested that board members add the Roberts Rules of Order to their Handbook.

Secretary's report:

Minutes were distributed and reviewed. Detlef, moved to approve with corrections. Jan Huff seconded. Donna asked if the board received answers from MEA-MFT regarding the list of questions we had during the last meeting. MAACE members do not have to be MEA members to be a part of the MEA convention. Motion approved.

Treasurer's report:

The treasurer's reports were distributed and reviewed. Donna gave an overview of the reports due to Margie's absence.

MAACE Funds overview – The CD with Waddell and Reed matures on May 20, 2006. The board will have to decide what to do with those funds.

It was suggested that the board set expenditure limits for the executive committee. This is in regards to money spent for small donations and gifts.

Committee Reports:

Legislative: Debbie D. sent email to the board members to ensure that the board is on the same page regarding advocacy. Paula is anticipating a call from Linda McCullough to schedule a meeting with MAACE board members and possibly a student. Debbie suggested that the MAACE board include a "generic" student to answer Linda's questions. She also suggested that we put together answers to the following questions: what do we want, why do we want it, what are we going to do with it.

Bylaws and resolutions: Jean Dahlman has agreed to serve on this committee.

Nominations and Elections: Donna suggested that Don recruit people for the committee. Don has had discussions with 2 people regarding board openings. Vicki, Cathy and Jan's terms will expire this fall.

Public Relations: Terry and Cathy could help with a general adult education brochure and possibly have NW energy do an insert in their bills.

Scholarships: Amy read Margie's scholarship report. Suzette reported that the scholarships have really helped since the school board did not offer any assistance for out of state professional development.

Conference:

Suzette reported on the meeting for the MEA-MFT conference. MAACE budgeted \$4500 and agrees to share a hospitality room. This year presenters have to bring their own laptops and projectors. May 12th is the next meeting. MAACE could the governor to be the keynote speaker.

MPAEA Report:

Currently MPAEA is working on the Denver conference, April 26th-29th. Michelle Church will contact the secretary regarding a list of the membership to send information regarding the conference. The conference registration fee is \$245 and \$99 for hotel rooms. The 2007 conference will be held on April 25th-29th in Coeur de Alene. MPAEA is promoting student attendance by giving students \$500 if the home state matches. Detlef has been asked to bring basket of goodies for the silent auction.

PAC: Detlef has been researching the PAC. Becky suggested that MAACE contact Gordy Higgins from the Commissioner of Political Practices in Helena regarding creating a PAC.

CD:

The CD matures in May. Don moved and Donna seconded that the finance committee could discuss this with Margie and make a recommendation to the board by April 15th. A vote by email at the end of April will be submitted by the board. Motion approved.

Guidelines for executive committee:

The board discussed guidelines for the executive committee regarding expenditures for gifts and donations. Donna moved that the executive committee spend up to \$75 for extra expenditures at their discretion without board approval Vicki seconded – motion carried.

Student Stipend:

Detlef inquired how the board saw student involvement in the future.

Discussion ensued. Becky suggested we get the VALUE Program director to discuss student involvement either at a sectional at the conference or at a board meeting.

- Becky to talk to Marty Finsterbush regarding a time to speak to MAACE.

Don suggested that this might not be plausible at a co-conference but at MAACE's own conference.

Marty had suggested that meeting with program directors before the entire membership would be more beneficial.

Detlef noted that the board should set up the means now for students to participate in the Billings conference by supporting them with scholarship money. Kathy Jackson and Norene have offered to set up a panel of students for the conference.

Detlef motioned that students that present at a sectional in Billings to give them a gift certificate for \$25 in appreciation for their time and efforts– Donna seconded. Motion carried. It may be possible to get the money from MEA for the students. This will be discussed at the summer board meeting.

It might also be beneficial to include an ESL panel at the conference.

Planning meeting for MEA:

MEA does not have a theme yet. Social workers are trying the “Why Try” program and we could work with them for a Keynoter.

Suzette would be willing to teach a Dragon workshop.

Presenter forms will be filled out by the presenter and Deborah will enter the forms for all of the presenters on the website. It was suggested that the sectionals be scheduled every other hour.

Discussions were held on sectionals, fundraising, and MAACE membership cohesion.

Discussion on conference: (ideas)

- Ask members to pay for their own food.
- Everything that goes out in the newsletter needs to be very clear regarding meals, receptions, etc.
- Board should be there to meet and greet people as they get to the conference.
- Hospitality Room – we will share with a small group – Maybe Montana Indian Education Association group –
 - Don to write a letter asking the MIEA group to participate with a “response by date” and Paula will sign. Ask to share the expense of refreshments.

Include conference information in the newsletter

- Conference committee to ask Norene to post presenters and conference info on NWLINCS and decide how to count our MAACE members in attendance.

A sectional on program assessment (possibly by Marilyn Lockhart) might be a good idea as well as a presentation on integrating technology in ABE. A general session on just teaching adults would be helpful. Marilyn might have any idea about a presenter.

Debbie D. suggested (in regards to a sectional about teaching different cultures) watching the BARACA video.

Board training:

Debbie suggested a firm that would train our board. The board is charged with prioritizing where MAACE is going and what we are going to do as well as developing memberships, professional development and creating a board culture.

Conference Calls:

Due to some misunderstanding after the MEA-MFT conference, Detlef suggested that we use conference calls to discuss issues between meetings.

Discussion on emails and how to discuss issues.

Fundraising:

It was suggested that the board look at marketing versus making money. MAACE needs someone who is dedicated to working on fundraising and selling something that has broad appeal.

Direction of MAACE:

Points of discussion:

- Should we co-conference with OPI?
- What about a weekend offering worth one credit?
- Professional development?
- Offer a course worth CEU's? Maybe double up with someone else (OPI) –
- We need to co-conference or work with another group – maybe co-conference with MEA for the next 5 years.

Summary – the big issues for MAACE are: conference, board development, VALUE, PAC

- Becky to follow-up with Suzette about VALUE info.
- Accreditation for teachers?

- Scholarship money– how do we spend it?, how do we benefit?
- Are there other ways to provide funds for other programs with less expertise?
- Out of state conferences?

Jan moved to adjourn, Don seconded. Meeting was adjourned.