

**MAACE Winter Board Meeting
February 23-24, 2007
Adult Learning Center, Helena, Montana**

Present: Jack Eggensperger, Suzette Fox, Donna Bakke, Shirley Burns, Don Berryman, Margaret Bowles, Deborah Richardson, and Detlef Johl. (Absent: Rose Steiner, Darrel Hannum, Annette Gorton, Margie Sylvester)

I. Call to order

Don Berryman called the meeting to order. Margaret Bowles, state director, presented "Past to Present" Professional development and leadership power point to the board, which addressed the federal changes to the Adult Education and Family Literacy Act with respect to the expenditure of leadership dollars.

III. Governing Board and E-mail Usage

Some members have expressed concern in regard to the recent selection and election of board members. Specifically, some board members were elected who had not served in MAACE the requisite time specified in MAACE procedures. Donna Bakke explained some of the reasons behind the selection and feels the reasons are sound and will address the issue to the membership at large. Another issue regarding the recent election was the election ballot may have been confusing to members as it didn't specify the region the nominee was representing.

Don stated we need to distinguish who our voting members actually are.

- Action: Don recommends that Detlef send an e-mail to the board seeking their input about changes to the by-laws and then discuss the findings at the spring meeting.
- Action: Ex-officio members will not be voting members.
- Action: Donna will write an article for the newsletter about last year's election.

It was also decided that e-mail discussion should include everyone on the board and any voting action would require a conference call.

IV. MAACE history .

- Action: Suzette will look for the photo album at the Billings Adult Learning Center.

V. Approval of minutes

- Detlef made the motion to accept the minutes as corrected. Jack Eggensperger seconded. Motion carried.

VI. Committee Reports

- Legislative Committee has been inactive. Darrel Hannum will be the chairman and is already in contact with Steve McCoy. They will coordinate with OPI and Margaret Bowles.

- Treasurer's report
Suzette Fox presented the treasurer's report in Margie Sylvester's absence and recommended that the reports be accepted. All seconded. Motion carried.
- Membership Committee
Deborah has sent out brochures, letters and membership forms reminding non-current members to renew their memberships.
Also, the newsletter should be sent to all programs and potential members with a membership form and encouragement to join MAACE. See attached.
- Nominations and Election
Suzette said that we need to start looking for board nominations. See attached.
- Conference Committee
Suzette attended the MEA planning session and said their door is open for MAACE.
- Professional Development
Donna said that she and Rose had nothing to report at this time.
- By-laws Discussion
Donna made the motion that the Board changes the MAACE by-laws to reflect a slate of six elected board members from which the board will choose a president/chairperson and revise election procedures. Jack Eggenesperger and Suzette Fox seconded. Motion carried.
Donna made motion to adjourn. Jack seconded. Motion carried.

Committee Reports Addendum

BOARD NOMINATIONS FOR 2007-2008 SCHOOL YEAR

I respectfully ask each and every board member to submit names of colleagues from around the state who would be good board members any time before the summer board meeting. We will try to have a full ballot ready at that meeting.

We also need nominations for the President-Elect position. This person must have at least one year prior board experience.

Suzette Fox

Membership Committee Report Winter Board Meeting

February 23 & 24, 2007

None of the scholarship recipients volunteered to serve on the membership committee. I asked Cathy Smyers to serve since she was the past committee chair and she declined the invitation.

I updated the membership brochure that Deborah had on the laptop. She made copies and is sending a membership brochure, membership renewal form, and letter to all past members who have not paid their 2007 dues.

We plan to send a different letter to each program director for both community ed and adult ed in the state asking them to give the MAACE brochure to any and all new employees or employees who are not currently members. We encourage board members to take brochures and talk with staff members in your program and other programs near you about joining our group.

We welcome other suggestions by the board to increase membership. It will help to get the next newsletter out with information about what we will be providing for our membership this year.

It is my understanding that the group has discussed changing our membership year from a calendar year to an academic year. This change would clear up some confusion for most instructors who are used to paying dues when school starts and being covered until the next fall. If the board decided to do this, we would need to develop a proposal of how to phase-in the new procedure.

Saturday, February 24, 2007

Don Berryman called the meeting to order.

- To save funds, the newsletter will be printed on light blue paper rather than in 4-color. Detlef made the motion to send a newsletter to all former and present members and all directors. Jack and Don seconded. Motion carried.

Detlef made the motion to further our marketing efforts and send pencils and pens to each program as soon as possible. Adjust the number of pens and pencils to the size of the program. Suzette seconded. Motion carried.

- Action: Suzette will look into the cost of pencils and pens that will have the MAACE logo.

Detlef made the motion that we purchase cups to promote MAACE. Jack seconded. Motion carried.

- Action: Suzette and Shirley will check into the different kinds and the cost of cups.

Detlef made the motion that MAACE sponsor an evening function in conjunction with “Reading is the Bridge” on June 4th. Donna seconded. Motion carried. The Board formally authorized the purchase of five (5) Ruby Payne books to be used as door prizes at the Summer Training to promote the fall conference and training.

Detlef made the motion that MAACE use the remaining scholarship funds for people to attend the “Reading is the Bridge” conference at Fairmont Hot Springs. Donna seconded. Motion carried.

Detlef made the motion that MAACE continue its relationship with MEA. Jack Eggensperger seconded. Motion carried.

Detlef made the motion that MAACE pursue association with other agencies to provide training for adult educators in the fall of 2007 and beyond. Donna seconded. Motion carried.

Detlef made the motion to adjourn the meeting. Donna seconded. Motion carried.