

**Mountain Plains Adult Education Association**  
**Summer Board Meeting – Albuquerque, NM**  
**July 8-10, 2009**  
**Minutes**

The meeting was called to order at 3:00 pm on **Wednesday, July 8**, by President Nancy Lambott. Present were Donna Bakke, Kelsee Miller, Lou Workman, Detlef Johl, Sharyn Yanoshak, Brad Deeds, Mike Williams, Mickey Douglas, Jake Gustin, Suzette Fox, Jolene Goerend, Cathy Sandoval, Lily Beth Brazones, Luisa Hernandez, Danielle Collins, Sharon Springer, Amber McClure, and Jane Ellen Solomon

All were welcomed and introductions made. The meeting plan and agenda was discussed. The focus today was on committee's getting together to discuss plans and implementation. Reports will be made tomorrow.

Meeting adjourned at 5:00 pm

On **Thursday, July 9**, resumed meeting at 8:30am

Committees met briefly to prepare reports.

Lou Workman presented the minutes from the May 28<sup>th</sup> Conference Call meeting. Donna made a motion to accept the minutes as read and Mickey seconded. Motion approved.

State conference schedules:

Arizona, October 23, 2009, Phoenix  
Colorado, August 6-7, 2009, Breckenridge, CO  
Idaho, may be doing Webinars  
Montana, October 5-6, 2009, with MEA in Billings  
Nevada, may be doing Webinars this year on advocacy  
New Mexico, October 21-24, 2009, Ruidoso  
Utah, October 23, 2009, Fort Douglas Officers Club, SLC  
Wyoming, October 7-9, 2009, Casper

MPAEA Conference, April 21-24, 2010, Scottsdale, AZ, "Mining the Treasures in Adult Education"

Treasurer's report and review of 2009-10 budget projections:

Detlef John reported the T. Rowe Price account is growing. We have 65 additional members beyond the conference, totaling 367 members. The Utah conference income was not what was expected. This year because Nevada's conference was so successful, we have a good balance again. Checking equals \$5,768.74; savings is \$47,476.80; CD's is still 0; and T. Rowe Price \$16,715.71 for a total Fund balance of \$69,961.25. The finance committee will work from this report. Treasurer's report approved.

T Rowe Price is holding steady with the S&P and a little worse than the Dow Jones. The funds are actively managed so it seems a pretty good place to be right now.

Arizona Conference update:

Lily Beth gave us an update on the conference and some Save the Date postcards. The registration will be \$325 until March 1<sup>st</sup>. Room rates will be \$109. Shuttle service from the airport will run about \$28. They have contracted with a person to handle negotiations, database, registration, etc. Vendors have agreed to cover cost of opening reception, conference bags, and printing costs. Each state is encouraged to bring posters and/or materials to display starting at the pre-conference. Lily Beth will email the updates page and their logo to everyone so they can share with their state associations. They are expecting about 400 attendees.

## Committee Reports:

Archives report, Lily Beth Brazones, Chair: Jolene will be scanning the archives, with assistance, and look at whether to do backups in some medium or find a website to store data. She asked for approval to have them shipped to her from ASU.

Audit report, Danielle Collins, Chair : The records were thorough and well recorded, so Detlef is again to be congratulated as Treasurer. Brad moved approval and Jake seconded. Motion approved.

Awards report, Brad Deeds, Chair: Again, please get nominations turned over to Brad or committee members on time. An award vendor will be looked at for this year to get the plaques made less expensively. Arizona was reminded to get the Learner and Teacher of the Year nominations.

Journal and Newsletter issues, Kelsee Miller, Donna Bakke: Rita and Gary have not been heard from since June and Nancy is still trying to contact them. Kelsee located his work email address and sent a message to him. Discussion was held as to whether we need a contract or MOU on file. The newsletter will now be completely online with a copy being on the website, thus eliminating printing and mailing costs. The next newsletter articles are due about August 15.

Suzette moved and Amber seconded that we will continue to pay the newsletter editor \$250 quarterly as outlined in the MOU that the committee will develop. Motion carried.

Website issues, Sharyn Yanoshak, Detlef Johl: Committee is researching information from Nate to see where we are since he resigned. HostMonster was suggested to look at. It would cost \$6 a month plus transferring data and setup. Terry Bybee will be contacted.

Strategic Plan Work: Kelsee reported on the survey done at the conference and the report that came from Myna Frestedt. This survey could be done again at this year's conference.

Brad reminded us we talked of putting tents on tables at conference to tell the top 5 benefits of MPAEA, or this would be a powerpoint running continuously. Lily Beth said this would be done in Arizona.

Legislative/Advocacy report, Mike Williams, Chair: Mike stated they will be working on five advocacy issues in terms of curriculum, links, gaining legislative influence, etc.

Marketing/Membership report, Suzette Fox, Chair: A committee report was distributed and discussion was held on possible items to sell at conference. Last conference \$457 was collected on bid baskets. The Netbook computer raffled was a big item last year. \$2,629 was collected at the table, with \$764 spent on raffle items. Since Arizona is doing a quilt raffle this year, it was agreed we will not have one from MPAEA. Sandi Grant should be contacted by the President.

Meeting adjourned at 5:00 pm

**On Friday, July 10,** resumed meeting at 8:30 am

Amber moved and Mickey seconded that we not provide a free conference registration for the following year. Everyone that attends is part of a raffle to win this award. There was much discussion, 10 opposed, 6 for the vote. Further discussion will be held at the pre-conference board meeting. Giving a free registration places a burden on the host state.

Detlef brought up reimbursement for the meeting. MPAEA will reimburse up to \$450 with receipts. Mileage rate is \$.50 per mile. Forms were distributed that Detlef needs.

Nominations/Elections report, Kelsee Miller, Chair: Kelsee asked for suggestions on the election of President-elect. We need names by November 1 so ballots can be mailed in December. Kelsee also needs the names of replacement state board members by November 1 and these people should be told of their responsibilities. This is listed in the Handbook.

New board members for next year are needed in Utah (Jane Ellen), Arizona (Lily Beth), Montana (Suzette), Idaho (Bob Croker), Nevada (Sharyn), Wyoming (Mike). Nominations will need to be sent out in mid-December.

Scholarships report, Sharon Springer, Chair: Previous deadline was January 15 for scholarship applications. Deadline changed to November 15 to get nominations in order to give people time to make plans. The name was changed on the Larry Wickham Memorial Scholarship form and Kelsee will post this to the website. The new Teacher Innovation award will be advertised in August. It is \$250 to be awarded to each state. Applications should be received by November 15. Awardees will be notified by January 15.

Finance Committee report: Detlef handed out new proposed budget and income planning sheets. Mike reported on the changes, such as taking out funding for newsletter since it will be online. Teacher and Learner of the Year awards will be plaque awards, rather than cash awards so this line item will be removed from the budget. Motion made by Mickey, Sharon seconded. Motion approved with one opposed. Motion made to leave the State Assoc Prof Dev awards at \$500 per state, but have the awards committee review the wording before the pre-conference meeting. Motion carried. The committee will come up with recommendations. \$38,175 will be the proposed budget expenditures. The \$750 line item given to conference host state was discussed again. Because of the incentive to host the conference, it was moved by Donna and seconded by Jake that this amount be increased to \$1000. Motion carried.

Sharyn moved and seconded by Mickey that we accept the proposed budget with the changes. Motion carried.

Nate reported by email that he can still work with us on the website to change hosts and get it updated.

Strategic plan for the year was discussed. This will be emailed to all board members.

October 1, 9:30 MST, 2009, and February 4, 9:30 am MST, 2010, conference call meetings scheduled.

Pre-conference board meeting will be April 21, 3:00 pm and post conference meeting is April 24, 12-2:00pm. As part of opening ceremonies each state is requested to bring their state flag to the meeting.

Cathy reported that she will draft a letter for reauthorization of funding and will be sent to represent the Mountain Plains states.

It is hoped that the 2011 conference will be held in New Mexico. They will notify us in the next month if this is possible.

2012 conference will be held in Montana, which will get us back on our rotation schedule.

Nancy asked that each board member contact her and Kelsee on who their state Presidents are.

Meeting adjourned at 11:30am, followed by a box lunch.

Respectfully submitted,

Lou Workman  
MPAEA Secretary