

**Mountain Plains Adult Education Association
Summer Board Meeting
July 24-25, 2006**

Minutes

The meeting was called to order at 8:30am by President Teri Zutter. Present were Teri Zutter, Anita Raynor, Lou Workman, Detlef Johl, Scott Greenwell, Kelsey Miller, Sharyn Yanoshak, Connie Armstrong, Myna Frestedt, Gilbert Zamora, Dianne Marquez, Paulette Church, Laura Holyoke, Nancy Lambott, Shannon Newman, Andy Shinkle, Marion Lansford, and Brad Deeds

The agenda was reviewed. Members introduced themselves.

The pre conference and post conference board minutes were reviewed and were approved as written.

Nancy Larson of the Coeur d'Alene Resort lead us on a tour of the meeting and sleeping rooms, as well as the spa. A 20% discount will be provided for the spa treatment options for the board.

Paulette reviewed the Colorado conference. Feedback was very good but she asked for further comments. \$19,000 will be coming for MPAEA plus maybe a couple thousand more. She provided tips to this year's conference committee regarding food, equipment charges, refund policy, website, vendors, etc. It was determined that the Conference Planning book materials would all be put on the web, accessible to Board members.

Options were given for the Utah conference in 2007-2008. The Radisson in Salt Lake City on April 23-26 was chosen. It was discussed that we should promote scholarships more to attend the conference. The winter executive committee meeting will be January 5-6, 2007 in Salt Lake City, at the Radisson. Summer Board may be July 9-10, 2007, depending on availability.

Teri assigned Objectives on the Strategic Plan to Board members before breaking for lunch. After lunch, Board members reported back on Objectives. Discussion followed on website input.

Meeting adjourned at 5pm.

Resumed Board meeting on Tuesday, July 25, 8:30am.

Gilbert reported on a booklet written by students for ABE students, that took five years to put together.

Contact should be made with Mike Woolcott to make sure we maintain our Incorporation status.

Paulette moved we authorize Detlef and Lou to move the Mt. America CU Cds to Wells Fargo and reinvest by October 1. Kelsey seconded. Approved. Detlef will give a financial report on the October 5th conference call.

Detlef reviewed a tentative budget put together by Sandi Grant. After much discussion, the finance committee met to discuss revisions.

A discrepancy on the hotel bill was noted by Paulette and our rates were adjusted from \$129 to \$89 for this meeting.

Finance committee report: Expenses and income will partially reflect two different years. Discussion followed on changes. Scott moved, Paulette seconded to accept the revised budget to be \$40,425.00 for 2006-2007. Approved.

Marketing report: To do marketing with buttons or t-shirts at State meetings to promote conference. Need names of newsletter editors on the web. The committee is considering a flash drive with logo, insulated lunch bags, fleece jackets, bottled water with logo, sweatshirts, and marketing to the states of Washington and Oregon. T-shirts to be made and distributed to each Board member by Nancy Lambott. Laura will possibly make contact with the Washington Department of Education to invite them to the conference. Discussion followed on contacting all State Departments of Education. Nancy is Chair of Marketing Committee.

Andy will send an email to Kathy Vickerman to advertise for a Journal Editor in the next newsletter.

Committee assignments are attached.

State conferences:

NM, Nov. 3-5, 2006, Albuquerque
Arizona, Phoenix area, Sept. 29-30, 2006
Colorado, Feb. 7-9, 2007, Denver
Utah, Oct 23-24, 2006, UVSC
Idaho, Oct. 22-24, 2006, Sun Valley
Wyoming, Oct. 12-13, 2006, Gillette
Montana, Oct 19-20, 2006, Billings
Nevada, undecided

Meeting adjourned at 12:15 pm.

Respectfully submitted,

Lou Workman
MPAEA Secretary

MPAEA Committees 2006-2007

Constitution: Mike Clark, Chair; Shannon Newman, Kelsee Miller

Finance: Connie Armstrong; Chair; Laura Holyoke, Andy Shinkle

Audit: Connie Armstrong, Chair; Detlef Johl

Archives: Myna Frestedt, Chair

Legislative: Paulette Church, Chair; Gilbert Zamora, Scott Greenwell

Marketing: Dianne Marquez, Chair; Nancy Lambott

Membership: Myna Frestedt, Chair; Kelsee Miller

Professional Development: Dianne Marquez, Shannon Newman

Memorial Scholarship: Dianne Marquez; Marion Lansford

Awards and Recognition: Marion Lansford, Brad Deeds

Nominations and Elections: Anita Raynor, Chair

Board Member Handbook: Sharyn Yanoshak – Committee Chairs

Newsletter: Kathy Vickerman

Journal: Andy Shinkle

Strategic Plan: Board will review and revise the strategic plan at summer board.