

June 9, 2009
PAACE Board Meeting
Residence at Governor Square Apartments
Harrisburg, PA

Attendance: Diane Inverso, Anita Cola, JoAnn Weinberger, Cathie Whitmire, Martin Senger, Susan Adams, Eileen Kocher, Susan Mansuetti, Shawn Barnum, Kim Rossman, Katherine Vastine

Absent: Lori Keefer, Henry Wardrop, Bill Schaffer, Tana Reiff, Bootsie Barbour, Cheryl Hiester, Mary Anne Varacalli, Lori McMonigal, Mary Mingle, Gary Dean, Chuck Klinger, Jim Yeager, Randy Bacon, Alex Dow, Colleen Duran, Suzanne Webster, Bob McNeill, Sheila Sherow, Monica Shields

Diane called the meeting to order at 10:15 a.m. and welcomed Shawn to his first face to face Board Meeting.

Kim moved to approve the May minutes. Martin seconded and the motion carried.

Martin asked to add some discussion regarding nominations to the agenda and JoAnn asked to add some discussion concerning legislation to the agenda.

Treasurer's Report: Diane opened the discussion regarding the treasurer's report and the postings regarding the report. There were concerns raised regarding the irregular processing from report to report. She felt uncomfortable addressing these issues and approving the report without Bill in attendance. JoAnn suggested sorting out these issues and coming back in August with a revised Treasurer's Report. Martin suggested that when revisions are necessary, a short explanation should be offered. Diane suggested better communication between Bill, Monica and herself and a tentative schedule regarding posting the treasurer's report before the Board's conference call on the Thursday preceding the monthly meeting. She also suggested that Tana convene a budget and fiscal affairs committee meeting to review financial documents and figure out the financial state of PAACE in the next two months. It was noted that conference revenue needs to be sorted out as far as funds from one year to the next and that this can become cumbersome since the conference spans two calendar years. Bill has been asked to create a spreadsheet for conference only.

Board Reports: It was decided that in the future all replies from the Board, even when no report is offered, should be included with the board reports. Martin moved to approve the reports. Kim seconded and the motion carried.

Other Business: Susan Mansuetti talked about the PA Bar book drive. Some people would rather give money rather than books for shipping costs and she wondered if PAACE could be a pass through for these funds. Diane said that the executive board could not approve this because of the fiscal responsibility. JoAnn suggested that a connection be made with legislators and that the legislators deliver books to their

constituents when they go home for the weekend. This would stimulate a great relationship with family literacy programs with great photo opportunities. Kim said that she would check into TLC handling this and Monica will investigate the possibility of PAACE handling a project like this in the future.

Diane informed the Board that Suzanne Webster and Jim Yeager are both resigning from their roles with PAACE and asked for suggestions for membership chair and technology chair. She also commended both for their fine work with PAACE.

Conference Report: Lori is very concerned regarding attendance at the midwinter conference because of budget cuts, so she and Monica are looking at the Penn Stater for the 2010 conference. The Penn Stater has 300 rooms to offer and any overflow would be directed to the Nittany Lion Inn. Money and size are major concerns. The Penn Stater has the dates available, and public transportation was mentioned as a concern. Lori suggested looking into a shuttle from various parts of the state as a way to overcome that problem. Diane also suggested looking into the Lancaster Convention Center.

Kim offered to check with a family member who works with a bus company in the State College area regarding schedules, etc...

Lori's question is about the best way to get people involved with the PAACE meeting during the conference. Some suggestions included offering a buffet so people could mingle more, rearranging the schedule or changing the awards time slot. Diane suggested that Lori have a conference call revolving around these issues as well as the meal offerings during the conference.

PAACE Awards: There was much discussion surrounding the PAACE awards and Susan explained that the Bureau has no staff to help with the awards. Cathie suggested that the PDCs or the divisions get more involved. Susan Adams suggested honoring students and teachers at the local level. JoAnn wondered who would read the stories and select the honorees. Can PAACE co-sponsor an event honoring students and teachers with cut backs? Should there be a session for awards?

The consensus seemed to be that the divisions would handle this. Diane will ask which divisions would like to be involved, and then the divisions would be responsible for getting a committee together to read the stories and select winners. Susan said she was confident that the Bureau would be willing to share applications, evaluations and rubrics that have been used in the past surrounding the awards. Diane suggested only honoring teachers this year; one teacher per interested division. She also said that she would contact Lori and the division reps and will share the tools the Bureau has used. During our August or September meeting, we will discuss how the selection process would flow.

Operations Manual: Tana had made some suggestions regarding revisions to the Operations Manual and everyone was given the opportunity to review them and told that if there were no concerns, we would vote on it in June. JoAnn made a motion to approve the Operations Manual. Kim seconded and the motion carried.

Legislative: JoAnn informed the Board that a letter went out to all members of the legislature on behalf of Diane and PAACE. We should continue to watch for recommendations from the Governor since no one knows what will happen with adult education. Susan mentioned that Michael Westover thanks all for the advocacy efforts and ask us to continue. State appropriation is a big issue and as far as Federal news, there has been a proposal for supplementary appropriations to the states by using lapsed money. This would amount to approximately \$17 million to help make up for what states lost.

As far as federal appropriations for 10 -11, the president recommends elimination of NIFL and Even Start and it is anticipated that WIA reauthorization will happen late fall – December.

JoAnn said we must decide to what degree the organization wants to be involved in siding with one proposal over another and gave examples of some of the questions we may need to think about.

- Should there be set asides? To what level?
- What about the lowest level learners?
- What % should be set aside for state leadership?

How should we process questions like this and get the word out? JoAnn recommended getting information to the Board and then picking and choosing the target audience as far as legislators who are involved. She will keep us posted as far as turn around time and expectations. The regional reps will be very involved and need to have accurate information regarding PAACE.

The question was brought up regarding PAACE information available for adult educators visiting legislators and for regional representatives organizing tables at events.

Diane and Tana will update the brochure and try to make it more compelling. They also suggested adding a FAQ sheet to the website. We'll discuss this more during our conference call in August. Susan Adams suggested that we should be more interactive regarding PR. She suggested a video, more website information, and a DVD to give to legislators.

Our next meeting will be a conference call on August 11, 2009.

Cathie moved to adjourn at 12:05 p.m. Kim seconded and the motion carried.

Respectfully submitted,
Anita Cola
Secretary