

PAACE Conference Call
September 15, 2009
9:30 a.m.

Attendance: Diane Inverso, Lori Keefer, Anita Cola, Alex Dow, Monica Shields, Bootsie Barbour, Susan Adams, Martin Senger, Cathie Whitmire, Lori McMonigal, Katherine Vastine, Kim Rossman, Cheryl Hiester, Mary Anne Varacalli, Randy Bacon, Shawn Barnum, Mary Mingle, Marcia Anderson, Lynne Watson, Danielle Blanchard-Krane, Sheila Sherow, Sara Ward, Susan Mansuetti, Eileen Kocher

Absent: Henry Wardrop, Tana Reiff, Colleen Duran, Bob McNeill, Gary Dean, JoAnn Weinberger, Chuck Klinger, Kate Shaw

Diane called the meeting to order at 9:35 a.m. Last month's minutes were reviewed and one correction was made regarding the fiscal year dates. They should have read July 1 – June 30. Susan moved to approve the August minutes. Cathie seconded and the motion carried.

Treasurer's Report: Due to the new June conference dates, Alex suggested that we not continue with the FY change at this point. Kim moved to hold off changing the calendar year dates to fiscal year dates. Marcia seconded and the motion carried.

Lori moved to transfer \$100,000 from the Sovereign accounts to start new PNC accounts: \$25,000 to a non-profit checking and \$75,000 to a Business Money Market. Kim seconded and the motion carried. Alex also investigated sweep accounts, updated the reimbursement form and is working on reconciling the Quickbooks with the bank accounts.

Randy moved to approve the Treasurer's Report. Cathie seconded and the motion carried.

Diane reiterated that as an organization we need to document everything we do financially and that we need a succession plan for future treasurers.

Board Reports: Mary Anne moved to approve the September Board Reports. Bootsie seconded and the motion carried.

Other Business: Henry can't complete his term as second VP, so Kim moved to approve Cheryl as second VP. Danielle seconded and the motion carried.

Since Cheryl can not remain the Workforce Development Chair, she recommended Tim Shenk to replace her in this role since he has a lot of experience and is very knowledgeable in workforce issues. Cheryl moved to approve Tim as the new workforce division chair. Mary Anne seconded and the motion carried.

Randy is having difficulty remaining in his position as Corrections Education Chair due to increased responsibilities so he suggested Kathy Pavel as a co-chair of this division until the end of his term. Randy moved to accept Kathy as a co chair of this division. Sara seconded and the motion carried.

Conference Reporting: Lori informed us that not much is new at this point, but that hotel reservations for the Conference are open. She has completed Verizon's grant request proposal regarding their honorary chair sponsorship and is awaiting Byron's reply concerning the conference date changes.

She said the Art Ellison will speak at the Wednesday evening networking event.

She was also very pleased to inform us that she has had 6 or 7 new people willing to work on conference committees.

Research Project: Sheila thought that it would be best to hold off on specific plans regarding the research project at this time. We will discuss the project more next month as well as the board's role in this project. She will try to pose questions or present different scenarios to the Board to think about before our next meeting.

PAACE Awards: Bootsie clarified that the PAACE Award be given to an adult education practitioner, but is not ready to present recommendations to the Board at this point. The committee has been discussing using the Goodling Award criteria as best practice. There was some discussion regarding the award itself (plaque, monetary). This award would be presented at the PAACE Luncheon. Cheryl commented that the awards are very valuable for great PR with legislators. Susan Mansuetti asked if PAACE would also give out the Larry Goodwin and high GED scorer awards at the conference. Diane asked Susan if the Bureau was planning to re-implement Success Stories and Susan said that she would bring it up at the next meeting with Bureau staff.

Meeting with Legislators: Monica informed us that 9 board members replied positively regarding meeting with legislators after our board meeting in October. Diane would like to plan this type of activity each time we meet in Harrisburg. Monica said that since the Oct. 12 is a holiday, the legislators won't be in Harrisburg, but we are welcome to talk to staff. She will schedule board members and visits in the afternoon of Oct. 13 and send all the incidentals to Diane and Susan M.

Promoting PAACE: Shawn got great ideas from committee members regarding PR for PAACE . He suggested putting PAACE labels on folders and having at least a PAACE fact sheet or pamphlet inside for our October visits to legislators/staff. He also expressed the need for PAACE to have promotional material to hand to legislators and also for future/prospective members. He has also priced portfolio jackets and tablecloths for recruitment events. Shawn mentioned that he and Danielle have been discussing ways to target prospective members. Danielle asked the Board for ideas regarding perks to members of PAACE or ideas from other professional organizations. She also mentioned regional networking which would have to be done on one's own time and own expense. With funding concerns, Danielle thought that virtual meetings would be a good alternative as well as expanding into non-ABLE funded agencies. We decided to come back to this when funding issues are more concrete.

Technology: Sara talked about social networking as a recruitment tool. She explained a little more about the LinkedIn site which is more professional by nature. This site could have a person's educational history, work history, interests, as well as a photo. PAACE would have a private group open to members in good standing. It could show PAACE's logo, job postings, informal gatherings, etc. She also volunteered to create a "how to" document for members who may need some help. Sara felt that this would be a way to reach some younger professionals. She will try to do a short demonstration at our next meeting and asks that we all view the overview of social networking that she sent to us. She has been working on better monitoring PAACE membership and the listserve. She asked the Board for suggestions regarding ways to make sure that registration/membership is still happening in December. She mentioned linking membership with conference registration.

Diane said that the next meeting will be on October 13, 2009. The Harrisburg location to be announced.

Sara moved to adjourn the meeting. Kim seconded and the meeting was adjourned at 11:25 a.m.

Respectfully submitted,
Anita Cola
Secretary