



The mission of the Adult Education Association of Utah, as the primary advocate for lifelong learning in Utah, is to meet the diverse needs of all Utahns by providing and supporting quality educational opportunities.

Location: Zoom

Date: December 8, 2020

Time: 10:00 a.m.-11:30 a.m.

Meeting Minutes

Board Members:

Present: Josh Bell, Todd Bird, Kate Brainerd, Shauna Brown, Linda Eyring, Blaine Fackrell, Marcia Goodrich, Jessica Hercules, Justin Martinez, Mark Mataya, Sherrie Mortensen, Stephanie Nicolaidis, Tim Stack, Alison Taylor, Nicki Wake, Jim Wiscomb

Absent: Cathleen Carter, Breanne Kelly, Natalie Mataya, Danielle Pedersen, Kathryn Reeve

Quorum present? Yes

Proceedings:

· *Meeting called to order at 10:03 AM.*

· *Minutes (Kate Brainerd)*

Blaine Fackrell requested that his statement regarding leaving the board be struck from the minutes of the meeting on 11/10/20. He plans to remain on the board.

MOTION by Mark Mataya to approve minutes of previous meeting; seconded by Blaine Fackrell and passed.

· *Treasurer's Report (Todd Bird)*

Formal presentation of the treasurer's report was postponed: Todd Bird was calling in to the meeting from a non-office location and did not have access to his files.

Mark Mataya asked about payment of membership dues to Mountain Plains Adult Education Association (MPAEA) and the Coalition for Adult Basic Education (COABE). Todd replied that he is waiting to hear from MPAEA, and that he is ready to send the check to COABE. He has been working on finalizing AEAUT's name change. "Adult Education Association of Utah" has been accepted by the state, but must still be changed with the IRS. After accomplishing these tasks, he plans change the bank account information and to roll off the board. He is wrapping up paying the final bills from the 2020 Fall Conference.

Treasurer's Report was not presented, so could not be approved.

· *Current Business*

Welcome New Board Members – (Mark Mataya)



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Mark Mataya welcomed and thanked new board members for their participation and all new participants introduced themselves to the group.

Board Transitions – (Mark Mataya)

There are two positions available for board officers: Treasurer (an appointed position) and president elect (normally an elected position, but election this year was not feasible due to COVID). Mark Mataya described the responsibilities of the president elect, which is a three-year cycle: president elect, president, and then past president. The primary responsibility of the president elect is to lead the Conference Committee and guide the planning of the annual conference.

Todd Bird described the position of treasurer. The treasurer collects receipts and invoices for the various activities of AEAUT, pays bills and keeps the accounts for the organization's activities. Given that some people may find the position a little bit daunting, Mark reminded the group that the organization's executive secretary assists the treasurer; and that Todd will remain in the position to train a new person. Todd added that he would like to give account access to the executive secretary, so that two people could manage the account. This could also make transitions easier. He explained that annual tax preparation was easy: the treasurer simply fills out a postcard for the state and federal governments, asserting AEAUT's tax-exempt status. Todd plans to visit the bank with his successor to get the account access changed, and will help in any other way needed. His other responsibility is presentation of the Treasurer's Report each month. He makes this easy by simply presenting the monthly bank statement. He hopes that someone will step forward and offer to take this position.

Advocacy Committee Update - (Josh Bell)

Advocacy Committee Chair Josh Bell reported that he had met with his advocacy mentor, Laurie Kierstead-Joseph, Region 5 Rep from COABE. Right now, COABE is assembling virtual resources that state organizations can use to reach out to legislators. Utah's legislative session will be virtual this year, and the day that AEAUT had reserved for its Day on the Hill will automatically be rescheduled for 2022. **(Action Item):** Josh will work with COABE and put together a digital piece that AEAUT members can send to legislators. He will arrange for it to be sent out through USBE. **(Action Item):** Mark Mataya will send out a list of all members of the Executive and Public Education Appropriations Committees to program directors statewide. Josh urged caution in approaching committee members or our local legislators. Rather than lobby for increased funding in a year when revenues are likely to be down, he recommends that programs encourage



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legislators to learn more about adult education. Although Josh felt that program directors would be more effective than the advocacy committee at building awareness in 2021, he is still seeking committee members and welcomes participation. Reach out to Josh to serve on Advocacy Committee. Mark Mataya said that he has been invited by Sharon Bonney, Chief Executive Office of COABE, to serve on that organization's board. He is hoping that this will give him more helpful insight into advocacy.

Advisory Committee Update - (Mark Mataya)

The Advisory Committee is led by the president, who was absent from this meeting. Mark Mataya explained the basic origins and structure of the committee, but the discussion of its meeting structure and membership was tabled until the next meeting.

MPAEA Update - (Sherrie Mortensen)

MPAEA is our regional professional organization. Liaison Sherrie Mortensen reported that she has attended two virtual MPAEA meeting so far. The first was a special board meeting about their updated web site. The second meeting was about their planned annual confenece. In normal years, MPAEA plans a conference each spring, and the task of hosting the conference revolves among member states. In lieu of their scheduled conference, MPAEA is proposing a virtual professional development series with date extended beyond the original conference dates: April 20-22, April 27-29, and May 4-6. They propose 90-minute sessions with vendor opportunities. Member states would be tasked with providing presenters for these events. The overall plan is to be settled in January. Sherrie stated that she still has many questions about this process, particularly the cost and the audience for the various trainings. AEAUT would need to have a presenter in mind in case the organization needs to provide one. Mark Mataya voiced reluctance to provide presenters and questioned the wisdom of nine days of professional development. He wondered if perhaps there was a misunderstanding. Sherrie agreed that the proposed plan was unclear and the meeting she attended seemed disorganized. Kate Brainerd suggested that, since we recorded some excellent presentations from our fall conference, we could offer those presentation videos as encore performances, with appropriate compensation to the original presenters. Linda Eyring would prefer a structure that would allow educators to select relevant trainings rather than commit to an entire series. Josh Bell does not want to participate in a conference model at all: he is gravitating more toward more longitudinal training models and does not see the benefit, especially in a virtual setting. He feels that MPAEA is just trying to raise



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revenue, and would be more attracted to a study circle model that will assist teachers as their students return to the classroom and need to reengage. Josh went on to say that Salt Lake City School District would not participate in a conference as proposed by MPAEA. Mark Mataya suggested that MPAEA might find a more useful niche providing training on a single theme, one hour per meeting for three weekly meetings. The meetings could be 90 minutes, with a 30-minute break for sponsor messages and presentations. Sherrie expressed dismay that MPAEA appears to be putting the onus of conference content back on member states. She agrees with a training model such Mark described, but is skeptical that it could be organized for this year. Justin Martinez suggested a model with even shorter meetings, and even more spread out: for example, an hour per month throughout a year.

Plan to Continue Statewide Collaboration Calls (Cathleen Carter)

Tabled until next meeting, due to Cathleen Carter's absence.

Use of Conference Revenues to Best Benefit Membership (Mark Mataya)

Mark Mataya reported that AEAUT currently has about \$25,000 in revenues. There is money for activities that would add value to membership. Last year, AEAUT was able to fund the organization's Day on the Hill; all members of AEAUT receive complimentary membership in COABE and MPAEA; AEAUT also provides funds to support professional development or provide food during USBE trainings. Mark encouraged board members to share thoughts about how revenues might best be spent this year. Jim Wiscomb suggested videos documenting the success stories of adult students, which could be posted to AEAUT's YouTube channel. Mark and Blaine Fackrell agreed, with Blaine adding that they could be used for advocacy and be sent to legislators for that purpose. Todd Bird suggested mini-grants of \$1,000-\$2,000. AEAUT members could request funds to carry out various projects. Mark suggested travel grants to send honorees to the annual MPAEA conference, or at least to share that cost with schools. Justin Martinez would like to fund stronger collaborations among schools, and between schools and other agencies that interact with adult students. Another idea is to entice prospective adult educators, with stipends for student teachers. Nicky Wake suggested advocating for relicensure of part-time teachers, which would allow them to access classroom money and other benefits that are currently not available to them. AEAUT should be a resource for changing state policies or overcoming bureaucratic hurdles. Josh Bell would like to discuss the possibility of creating a version of a teachers' union.



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Assessment of the Meeting

The next meeting will be held on Tuesday, January 12, 2020, from 10:00-11:30 a.m. Kate Brainerd will send out a Zoom invite prior to the meeting.

(Action Item): Kate Brainerd will send out AEAUT's Constitution to all members with the agenda for the next meeting.

- MOTION to adjourn at 11:25 AM by Kate Brainerd; seconded by Josh Bell and passed.

-Minutes submitted by Secretary, Kate Brainerd.