



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: August 11, 2020

Time: 10:30 a.m.-12:00 p.m.

## Meeting Minutes

### Board Members:

*Present:* Blaine Fackrell, Kate Brainerd, Josh Bell, Mark Mataya, Danielle Pedersen, Tim Stack, Todd Bird (second half of meeting), Cathleen Carter, Kathryn Reeve.

*Absent:* Gerald Jackman (excused), Jen Christenson, Natalie Mataya, Mitch Peterson (excused). Jen Christenson informed Marka Mataya and Kate Brainerd via email that she would be resigning her position on the board.

**Guest:** Sherrie Mortensen

*Quorum present?* Yes

### Proceedings:

· *Meeting called to order at 10:33 by Mark Mataya.*

· *Minutes (Kate Brainerd)*

MOTION by Blaine Fackrell to approve minutes of previous meeting; seconded by Kate Brainerd and passed.

· *Treasurer's Report (Todd Bird)*

Tabled, due to Todd Bird's absence. Mark Mataya confirmed that Todd is still serving on the board until after the Fall Conference.

Todd joined the meeting later, and affirmed that the process to change the organization's name to Adult Education Association of Utah (AEAUT) has been moving forward. AEAUT is still banking under the name Utah Association of Adult, Community and Continuing Education (UAACCE). He suggested that we not change details of the bank account until after the conference, as the organization could well receive checks made out to UAACCE. Mark and Cathleen Carter agreed to leave the bank accounts under UAACCE until conference expenses and revenues are resolved.

· *Current Business*

### Fall Conference Update (Conference Committee – Cathleen Carter)

Cathleen Carter reported that Sharon Bonney, CEO of the Coalition on Adult Basic Education (COABE), has offered to donate \$500 toward COABE's annual conference, and a 1 year subscription to the *COABE Journal* as prizes for the AEAUT Fall Conference. Bonney has asked whether COABE



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member programs in other states that are too small to hold conferences this year could participate in AEAUT's Fall Conference. Cathleen agreed to this, declaring it a "win-win". Bonney would like to attend a future Board meeting to tell us more about COABE. **(Action Item):** Cathleen will invite Sharon Bonney to the board meeting on 9/8/20. Kate Brainerd will put her on the agenda if she is able to attend.

The Fall Conference Acelevents platform was open on Saturday, August 8, to allow presenters to test it and familiarize themselves. Presenter Rai Farrelly had some difficulties that were resolved. No other presenters had problems. Danielle Pedersen added that not all presenters had tested the platform yet, but that most had.

As of this meeting, 73 people have registered to participate in the trial run of the platform on 8/12/20, in conjunction with the Adult Education Directors' meeting. The trial run features Kevin Honeycutt, who will offer a keynote: "Digital Tools to Rule Your Schools". This will be included in the Directors' Meeting, after which 2 or 3 breakout sessions will be offered to all teachers in the state. There are 300 potential attendees, so Cathleen is hoping that more of them get registered soon. She knows, for example, that Granite has not yet registered their attendees, due to some last minute staffing changes.

Kathryn Reeve has been reaching out to vendors. COABE would like to be listed as a vendor. Kathryn said she needed contact information for Sharon Bonney so she could request a logo from her. Fall Conference registration is now open and 40 people have signed up. Kate Brainerd asked how other board members generally managed attending a virtual conference with their teams. Board members advised that participants attend individually, on separate devices, then report out to their colleagues later.

Kate asked about the board's plan to recruit more members. The board needs to recognize the contributions of Crystal Gulotta and Jen Christensen at the AEAUT business meeting. Mark Mataya reminded the board that there are vacant spaces for a president-elect and a treasurer. Cathleen said that there was also an opportunity before the Keynote. Mark will be introducing Kevin Honeycutt, and could use that opportunity to promote board participation. Danielle said it was also appropriate to promote board participation at the Adult Education Directors' meeting on 8/12/20.

### - Advocacy Committee Update (Advocacy Committee – Josh Bell)

#### Change to Legislative Code

Mark Mataya and Josh Bell remain committed to optimizing funding by changing legislative code to move funds from the unrestricted rate to the restricted rate.



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The discussion has been complicated by the issue of whether it is necessary to change any language in statute. Danielle Pedersen clarified that the financial people at USBE say it is necessary to change the statute, but no one is able to find the relevant statute. Statute defining the role of Adult Education in Utah is very general, with Board Rule being more specific. The discussion is ongoing.

#### Student Ambassador Program

Stephanie Patton of USBE would like AEAUT to help sponsor a Student Ambassador program. COABE is offering a training for teachers, enabling them in turn to facilitate Student Ambassador training within local programs. She has sent out a survey to program directors to gauge interest and is still waiting for the results of that survey.

#### -AEAUT Leadership of State Collaboration Calls during COVID 19 (Mark Mataya)

Mark Mataya has taken over the facilitation of statewide collaboration calls, leading his first call last week. He reported that it went well, with about 20 participants. He is pleased with the turnout and the fact that it is a visible way that AEAUT can be of value to its members. Kate Brainerd asked whether there were topics that might be pertinent to AEAUT. Mark said that jails are struggling to provide adult education. Each facility is subject to the rules of its own management structure, which means that a jail or prison could be locked down with very little warning, and the regulations for education within the lockdown structure were confusing and seemed arbitrary. In an urgent situation such as a pandemic, education is being pushed to the side. The question that needs to be addressed is how to advocate for the value of adult education in prisons and other institutions during periods of instability and stress. Kate said that his would probably be a role for an ad hoc committee.

Blaine Fackrell asked whether these calls are only for directors, or whether teachers are also welcome to join them. Mark said that teachers were welcome on the calls. Blaine alerted Mark to the fact that he may need to be sensitive to scheduling after the school year starts, as teachers would probably have scheduling barriers to participation. Mark agreed that he should be ready to make changes to the time and date if necessary.

#### *· New Business*

#### -Replacing Sean O'Leary as Mountain Plains Adult Education Association (MPAEA) Liaison

Cathleen Carter introduced her colleague Sherrie Mortensen, who would like to be a member of the board. She is also willing to be the MPAEA Liaison. Sherrie is a very welcome addition to the board, but Kate Brainerd asked whether she would be considered a voting member or a liaison, who would not vote. The board expressed some uncertainty, but Todd Bird said he perceived it as a matter of



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directionality. In other words, if MPAEA selected a member of their organization to participate on the board, it would be in a non-voting liaison capacity. However, if a board member represented the board's interests to MPAEA, that person would be a voting member. All agreed that this was a sensible conclusion. **(Action Item):** Kate will confirm this by checking the Constitution. Is there is not specific language in the Constitution, the board will proceed as described above.

Danielle Pedersen mentioned that the COABE Region 5 representative (Laurie Kierstead-Joseph) would like more participation and collaboration from AEAUT as well. Conversation turned to whether Sherrie Mortensen could serve as a liaison to both organizations, but Cathleen suggested we not delegate too much to Sherrie at the start. Josh Bell suggested that another person could be a liaison to COABE's Region 5.

### *Assessment of the Meeting*

The next meeting will be held on Tuesday, September 8, 2020, from 10:00-11:30 a.m. Board members can attend at Guadalupe School, or via Zoom. Kate will send out a Zoom invite the day prior to the meeting.

-Meeting adjourned at 11:33 a.m.

-Minutes submitted by Secretary, Kate Brainerd.