



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: July 13, 2021

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

Meeting Minutes

Board Members:

Present: Kate Brainerd, Shauna Brown, Cathleen Carter, Linda Eyring, Jessica Hercules, Mark Mataya, Sherrie Mortensen, Stephanie Nicolaidis, Danielle Pedersen, Alison Taylor, Elizabeth Totterer, Nicki Wake

Absent: Josh Bell, Marcia Goodrich, Breanne Kelly, Justin Martinez, Natalie Mataya, Sherrie Mortensen, Kathryn Reeve, Tim Stack, Jim Wiscomb

Quorum present? Yes

Proceedings:

· *Meeting called to order at 10:07 AM.*

· *Minutes (Kate Brainerd)*

MOTION by Shauna Brown to approve minutes of previous meeting; seconded by Sherrie Mortensen and passed.

· *Treasurer's Report (Shauna Brown)*

Shauna Brown reported that AEAUT's account currently sits at \$31,797.24. The only expense this month was \$1,500 paid to Natalie Mataya for her quarterly stipend. Shauna is contesting the unknown charge to an account in Abu Dhabi for \$408 plus fees in April. Zion's Bank rejected her first attempt to dispute the charges on the grounds that the action needed to take place within one month of the fraudulent charge. Shauna is appealing this decision, since she was in the process of transitioning into her position in that time frame and only became aware of the charge later.

Shauna needs a certified copy of our Articles of Incorporation to make the name change on our 501c3. She has already searched through the materials passed to her by former Treasurer Todd Bird. **(Action Item):** Kate will search for them in the records that she has. **(Action Item):** Mark Mataya said he also has many old documents and will search through what he has. Some members recalled updating them with former President Amy Hunt in 2018-2019, but were not sure where there is a copy. **(Action Item):** Alison Taylor works with Amy and will ask her if she knows their whereabouts.

MOTION by Linda Eyring to approve the treasurer's report; seconded by Nicki Wake and passed.



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· *Current Business*

Conference Committee (Nicki Wake)

The conference schedule is starting to fill in. The committee is considering whether to pay for automated registration. There has also been discussion in the committee about scheduling another separate event in February. This would be a one-day technology education event in conjunction with the Utah Education Network (UEN).

So far, estimated conference costs are \$17,000 and, given expected revenues, the association stands to profit about \$13,000.

The Awards Committee needs to send out the Call for Nominations. Discussion turned to inconsistencies on the email list, spotlighted by the emails promoting the mini-grant program. Some members report not receiving those emails from the organization. The membership list needs to be checked.

Advisory Committee (Cathleen Carter)

Cathleen Carter reported out on the potential shift in Adult Education administration from USBE to the Utah System of Higher Education (USHE). Stephanie Patton attended a meeting with representatives of USHE and relayed the AEAUT board's concerns as noted at the previous meeting. Stephanie was clear that USHE would need to comply with all stipulations of the Workforce Innovation and Opportunities Act (WIOA). There is a possibility that more institutions will apply for funding. There would be an Associate Commissioner for Adult Education, which means that Adult Education would be its own branch of High Education rather than be administered by some other branch. Stephanie has hired consultants from the National Career Pathway Network to provide guidance. The consultants are from Kentucky and Louisiana. These states both shifted administration of their adult education programs to higher education. Danielle Pedersen was at the same meeting and reported that the general tone was very positive, very much in favor of the change.

The board voiced concerns about possible negative outcomes from this change.

Mark Mataya stated that AEUT needed to take a position and needed to advocate for that position. His opinion is that we need to decide whether to oppose the change and if so, lobby against it in



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the legislature. To date, there have been no answers to any of our questions or concerns. We are being told it is too early in the process. Kate Brainerd pointed out that, even as we are told it is too soon to have answers to our questions, we are on a two-year timeline. Danielle said that the two-year timeline was set because of the WIOA funding pattern.

Stephanie is willing to have these consultants brief the Advisory Committee. Several members questioned whether two consultants from states that are already under the auspices of higher education might be biased in favor of that path.

Ad Hoc Committee for Mini-Grants (Kate Brainerd)

Proposals are starting to arrive. The only difficulty has been uneven access to the responses by all members of the committee. Kate Brainerd wanted to discuss this with Tim Stack, but he is absent from today's meeting. **(Action Item):** She will call him to discuss it further.

PR Committee Update – (Alison Taylor)

Alison reported that all upgrades to the website have been completed as planned. She now needs to decide if and when to reconvene the committee to look at other projects.

Utah-Designed Assessment for English Language Learners (ELLs) - (Mark Mataya)

Mark Mataya reported that he no longer interested in pursuing this idea.

· New Business

Membership for those Not Registering for Fall Conference - (Cathleen Carter)

Cathleen Carter stated that the easiest way to identify potential members who did not attend the fall conference is to ask program directors to opt their teachers into the organization.

She said that the email list is effective, but there are a few people that are not on the list; that emails from AEAUT sometimes go into spam filters. **(Action Item):** Cathleen will talk to Natalie Mataya about possible improvements to the email list.



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Cathleen asked Danielle Pedersen about whether AEAUT could have access to USBE's email list, but Danielle said it was beyond the scope of the partnership, and that the organization should reach out to program directors independently.

Assessment of the Meeting

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

- MOTION to adjourn at 10:50 AM by Kate Brainerd; seconded by Nicki Wake and passed.

-Minutes submitted by Secretary, Kate Brainerd.