

PAACE Board Meeting
June 10, 2008
East Shore Area Library, Harrisburg

Present: Tana Reiff, Lori Keefer, Diane Inverso, Anita Cola, Martin Senger, Jim Yeager, JoAnn Weinberger, Mary Anne Varacalli, Katherine Vastine, Lori McMonigal, Susan Mansuetti, Kim Rossman,

Absent: Ulicia Lawrence, Bootsie Barbour, Destiny Long, Becky Wagner, Eileen Kocher, Bob McNeill, Randy Bacon, Cathie Whitmire, Alex Dow, Monica Shields, Suzanne Webster, Bill Schaffer, Chuck Klinger, Susan Adams, Sheila Sherow, Gary Dean, Cheryl Hiester, Debbie Hrach

Tana called the meeting to order at 10:25 am. She welcomed everyone and asked that all introduce themselves.

We had a short discussion about scheduling future meetings and decided that due to a mandatory in-service for the TIU on Aug. 12th, we would have our Board Meeting on Aug. 5th at 10:00 am by conference call. Tentatively our September meeting will be held in State College and our October meeting in Harrisburg. Meetings scheduled at the East Shore Area Library will start at 10:00 am since the doors open at that time.

Secretary's Report: Martin moved to approve the May minutes. Lori seconded and the motion carried.

Treasurer's Report: Bill sent a balance sheet as of May 31, 2008 and Mary Anne moved to approve the balance sheet. Diane seconded and the motion carried.

Tana provided us with a profit & loss statement from Jan 1 – May 31, 2008 and Mary provided us with a profit & loss statement from October 1, 2007 – May 31, 2008. There are still some questions regarding some of the fees such as the transaction fee and sponsorship figures. JoAnn suggested a yearly audit which would clearly explain the expenses.

President's Report: Tana offered Diane congratulations on her Lutheran Settlement House 2008 Women of Courage Award. Diane received the Excellence in Adult Literacy Award. She also read a letter from Dennis O'Brien, the Speaker of the PA House of Representatives, acknowledging his receipt of a letter from PAACE sharing our views about Adult Basic Education funding priorities.

JoAnn mentioned that we need to find an advocate on the State Senate and House Appropriations Committee and will forward a list of members to us. JoAnn said that we should continue to send postcards from now until the budget passes and to communicate with our legislators as much as possible to share the importance of the \$1 million COLA. Staff compensation has not seen an increase since 00/01.

Monica sent a draft of the conference budget from Feb. 08 – Feb. 09 for our reference with the understanding that things may change.

1st VP Report: Diane provided us with an update of the conference work including the conference theme “PAACE Yourself: Keeping up with Adult Education.” We spoke about her hand out with committees, members, responsibilities and tasks. She also talked a little about a timeline that she had developed (sent to Board 6/11/08) and how she would add names to the timeline for committees monthly. She also encouraged us to ask our staff to volunteer. We talked about some possible keynote speakers and sponsors. She welcomes ideas from us regarding suggestions.

The RFP process will be on-line and may be included in GiftTool which will expand its capabilities each year. It does not have the capability to include membership at this point. Tana added that the deadline for submission to PAACE News is June 16, 2008.

JoAnn moved to approve the Board reports that were submitted electronically prior to the meeting. Diane seconded and the motion carried.

Strategic Planning

At 11:45 we began the Strategic Planning portion of our meeting. Lori mentioned that 12 out of 14 respondents to the Strategic Plan Worksheet felt that our mission statement should be revised. The proposed revision reads, “PAACE is a nonprofit educational association whose mission is to enable its diverse members to help adults achieve educational goals; represent its members by exercising leadership for adult education; and advocate lifelong learning as vital to economic security and social equality.”

Lori gave us hand-outs regarding how to write a mission statement, a mission statement worksheet and the strategic planning worksheet results. This included goals and objectives under the categories of professional development, leadership, advocacy, member services, board development, technology, fiscal (business) affairs, and governance. The consensus was that some of these categories overlapped and were embedded in others. After much discussion, we agreed on tentative goals and objectives in five categories.

Lori will forward notes and a rough draft of the following categories with goals and objectives:

1. Advocacy
2. Fiscal Affairs
3. Member Services
4. Board Development
5. Professional Development

Lori will be assigning tasks for us to complete before the next board meeting in August. Everyone agreed that Lori did an outstanding job of organizing and focusing the group on our task.

Kim moved to adjourn the meeting at 2:15 pm. Diane seconded and the motion carried.

Respectfully submitted,
Anita Cola