

IAACE Annual Membership Meeting Minutes

<https://iaace.com/membership-annual-meeting/>

Friday, May 5
9:30 am ET/8:30 am CT
ZOOM

Preview: Viewing of Adult Education Videos

Attendance: Mike Thombleson, Sheila Butler, Jenn Wigginton, Jerry Haffner, Karen Crawford, Angie Reffo, Jon Eichelberg, Laura Smart, Amy Richmund, Brenda Gaston, Marilyn Pitzulo, William Patterson, Deborah Cambron, Southland Adult Education, Katie Walton, Triana Vickers, Charmain Johnson, Laura Elsbrock, Casey Nicholson, Trina Vickers, Nancy Mitchell, Nora Sallows, Rob Moore, Karen Jeakins, Lara Pastore, Amber Finnedan, Laura Priebe, Roy Melton, Anshu Sharma, Christy McIntyre-Gray, Michelle Ellis, Francine Liebhauser, Lily Albright, Cynthia Warner Lowe, Tom Miller, Dustin Bentz, Aaron Holden, Amy Tripple, Nora Sallows, Donna Lovelady, Amy Wood, Dani Mancusi-Shreve, Drew Jeha, Mandi Logsdon, Cynthia Hurt, Heidi Kelley

- I. 9:30 am ET Call to order – Mike Thombleson
- II. 2022 Annual Meeting minutes' review [Link to view prior](#), (published on the website) by Karen Crawford
 - a. Motion to Approve: Rob Moore
 - b. Seconded: Sheila Butler/Jon Eichelberg



II. 2022 Annual Meeting Minutes Available for review at:



1. <https://iaace.com/membership-annual-meeting/>
2. Emailed on Wednesday, May 3, & [Posted](#)
3. File to Download in Chat

2023 Annual IAACE Membership Meeting



III. Treasurer Report by Lisa Cruea

- a. TCU Checking Balance: \$74,813.99
 - b. TCU Savings Balance: \$ 5,040.13
- Total: \$79,854.12

- c. Question asked in chat: Do accounts interest? Answer: Yes, both accounts earn interest.
- d. Motion to Approve: Sheila Butler



III. Treasurer Report as of 5/3/2023

TCU Checking Balance : \$74,813.99
TCU Savings Balance : \$ 5,040.13

Total: \$79,854.12



<Motion> needed for approval by chat

- e. Seconded: William Patterson

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IV. New Board Members announced:

- a. Joining the Board are:
 - i. William Patterson, President-Elect
 - ii. Katie Walton, Secretary
 - iii. Dustin Bentz
 - iv. Michelle Ellis
 - v. Shawn Hughes



b. Leaving the board are:

- i. Karen Crawford (secretary)
- ii. Sheila Butler (past president)
- iii. Rob Moore
- iv. Brenda Gaston

V. Old Business:

- a. 2022 Conference- #'s report
 - i. 2022 Conference Profit \$36,666.92
 - 1. Total Income \$147,833.00
 - 2. Attendees-\$93,450.00
 - i. 332 attendees
 - b. Sponsors/Collaborations- \$54,383.00
 - 3. Total Expenses \$111,166.08
 - a. Hotel and Meals \$69,757.97
 - b. Tech \$22,443.25
 - c. Awards \$1001.05
 - d. Keynotes \$14,250.00
 - e. Misc. \$2,863.55
 - f. Gifts to attendees \$850.26

VI. New Business:

- a. 2023- 2024 budget

Income

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- Individual Memberships: \$14,602.50
- Organizational Memberships: \$6300.00
- Conference \$119,600.00
- Sponsor/Partnerships \$58,000.00
- Other \$30,000
- **Total Revenue: \$238,302.50**

Expenses

- Contract Labor **\$29,750** (*Executive Director*)
- *GOAT Mentoring* **\$30,000** (Sponsored)
- Travel Mileage **\$3700**
- Supplies/Postage/Mailbox **\$800**
- Website/Platform **\$1,000**
- Insurance **\$1,100**
- Membership Relations **\$4658** (*Zoom, QuickBooks, Memberships Works, Gworkspace, Committees*)
- Memberships **\$1,959** (*COABE, AAACE, Pro Literacy, A2Z Math*)
- Professional Services **\$1,100** (*Accountant*)
- Lobbyist **\$25,000.00**
- Conference Expenses **\$114,300.00**

Total Expenses \$214,367.00

Revenue over Expenses \$23,935.50



VI. New Business:

A. Presentation 2023-2024 budget

Income

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- Insurance **\$1,100**
- **Outreach \$1000.**
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Total Expenses \$214,367.00

Revenue over Expenses \$23,935.50

- b. **Motion to Approve: Dustin Bentz**
- c. **Seconded: Jon Eichelberg**

VII. Advocacy Committee by Christy McIntyre-Gray /Rob Moore

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Advocacy Committee- Christy

VII. <https://iaace.com/advocacy/>



Joe Loftus, Partner, Barnes & Thornburg, LLP
IAACE Lobbyist

IAACE collects Adult Learner Success Stories
for all programs within Indiana.
<https://iaace.com/stories/>

a.

2023 Advocacy Committee

Region	Name	Role
1	Adrienne Carol Danni Mancusi-Shreve	Member Member
2	Will Patterson	Member & Local Councilman
3	No Representation	
4	Lisa Cruea Amy Wood	Member & Executive Committee Member
5	Christy McIntyre-Gray Maeve Warrick	Co-Chair Member
6	Christina Pearson	Member
7	No Representation	
8	Rob Moore Lily Albright	Co-Chair Member
9	Konnie McCollum	Member & President Elect
10	Konnie McCollum	
11	Jenn Wigginton	Member & Executive Director



Step 1: Marilyn Pitzulo Seated to Governor's Workforce Cabinet

Step 2: IAACE Board Sets Legislative Goals & Talking Points

Step 3: IAACE Holds Student Track at Fall Conference with new Student Ambassadors. COABE recognizes this group in 2022 and 2023.

Step 4: Governor and Workforce Cabinet Plan Calls for an increase in funding, and IAACE Realigns talking points to the plan.

Step 5: Testify for HB 1608 w/ Students Ambassadors Marilyn, Rob, Mallory, Olusola, & Ben

Step 6: Hosted AE Day @ Statehouse

- Powerful Packed Event w/Elected Official Engagement
- Celebration of Rank & Employer, Student, and Legislative Awards
- Social Media Campaign & Statewide Press Release

Step 7: Ways & Means - Reduces budget to 12.5

- Advocacy Committee was able to identify the opposition plan.
- The critical DWD Landscape Document was launched

Step 8 IAACE Sends William Patterson and Brenda Gaston to Indiana Chamber Event. Lt. Governor and Secretary of State are engaged in the dialogue.

Step 9 AE Movement initiated IAACE & local programs matching Appropriations take action. The local programs created progress and momentum.

Step 10 IAACE sets a meeting with the Senate Pro Tempore Bray and the lobbyist. At the close of the meeting, Bray offers to fix the issue. Joe Loftus continues to meet with all Appropriation staff in the Senate.

Step 11 Senate HB 1609 Appropriations Hearing - Melanie & Todd testify and win the favor of the Senate.

Step 12 Senate Announces AE funding is elevated from 12.5 to 19.9 and from 20.9 to 31.9, setting a strong position to negotiate with the House Ways and Means Committee. Thank you messages sent out.

Step 13 Conference Committee on HB 1609 and it was decided....

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Indiana General Assembly Funds

Governor's Workforce Cabinet Recommendation

\$16.9 Million Dollars Year 1 (35% increase from 12.5)

\$21.1 Million Dollars Year 2 (75% increase from 12.5)



Advocacy Committee-Christy



Indiana General Assembly Funds Governor's Workforce Cabinet Recommendation

\$16.9 Million Dollars Year 1 (35% increase from 12.5)

\$21.9 Million Dollars Year 2 (79% increase from 12.5)

AE is entrusted to deliver outcomes and eliminate waiting lists and expand services!

It's time to say



AE is entrusted to deliver outcomes and eliminate waiting lists and expand services!

- b. The advocacy committee encourages everyone to submit Success Stories from our students. IAACE collects Adult Learner Success Stories for all programs within Indiana.
- c. <https://iaace.com/stories/>

VIII. Adult Learner Engagement Committee- Christy McIntyre Gray for Konnie McCollum

- a. Thanks to a collaboration between IAACE And Wayne Township Adult Education, COABE's Student Ambassador, leadership training program has come to Indiana.
- b. Students from across the state gathered together at IAACE's 2022 conference to learn how to advocate for themselves and for Adult Education. The leadership training program helps students develop their stories, learn to use their voices, and learn to talk to leaders.
- c. **IAACE will train YOUR student leaders to speak for you.**
- d. **Be a part of the movement!**
- e. **Contact us to get started.**

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Adult Learner Engagement Committee

Student voices are a powerful tool for Adult Education Advocacy



Thanks to a collaboration between IAACE And Wayne Township Adult Education, COABE's Student Ambassador leadership training program has come to Indiana.

Students from across the state gathered together at IAACE's 2022 conference to learn how to advocate for themselves and for Adult Education. The leadership training program helps students develop their stories, learn to use their voices, and learn to talk to leaders.



IAACE will train YOUR student leaders to speak for you.

Be a part of the movement!

Contact us to get started.

Students learn to talk to State Leaders.

If you aren't sure why student advocacy is important for your program and Indiana Adult Education, find time to talk to us at IAACE. Join the Adult Learner Engagement committee at <http://iaace.com/committee-sign-up>



Students learn practical tips from IAACE lobbyist Joe Loftus

IX. Literacy Committee by Tom Miller

a. Deposits noted of

i. Business Checking: \$7,644.47

ii. CD Accounts: \$5,827.33

b. 2022-23 Successes

i. Collaboration with IAACE on Conference with Silent Auction

c. Goals for 2023-24

i. Increase Board of Directors

ii. Re-Organize Memorandum of Understanding with IAACE

iii. Change from PNC to TCU Bank

iv. Determine Grant Opportunities for funds raised



IX.



Indiana Literacy Association
Advancing Indiana Through Adult Literacy

501c3 for IAACE

Financials:

Account List			
Deposit Accounts			
Account Type	Account Number	Balance	Available
Business Checking	XXXXXX8846	\$7,644.47	\$7,644.47
Deposit Account Totals:		\$7,644.47	\$7,644.47
Certificate of Deposit Accounts			
Account Number	Available		
Certificate Of Deposit	XXXXXXXX299-XXXXXXXX1330	\$2,703.25	
Certificate Of Deposit	XXXXXXXX299-XXXXXXXX1332	\$3,124.08	
Certificate of Deposit Totals:		\$5,827.33	

<http://www.indianaliteracy.org/>

<https://www.facebook.com/IndianaLiteracyAssociation/>



Tom Miller,
IAACE Appointed Board Member,
ILA Board Member



Sheila Butler
ILA Treasurer/Secretary



Cynthia Warner-Lowe
ILA President



Indiana Literacy Association
Advancing Indiana Through Adult Literacy

• 2022-23 Successes

- Collaboration with IAACE on Conference with Silent Auction

• Goals for 2023-24

- Increase Board of Directors
- Re-Organize Memorandum of Understanding with IAACE
- Change from PNC to TCU Bank
- Determine Grant Opportunities for funds raised



Tom Miller,
IAACE Appointed Board Member,
ILA Board Member



Sheila Butler
ILA Treasurer/Secretary



Cynthia Warner-Lowe
ILA President

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- X. Communications Committee by Amy Richmund
- Membership Directory: <https://iaace.com/member-directory/>
 - Platform: <https://virtual.iaace.com/>
 - Blog <https://iaace.com/blog/>
 - Monthly E-Newsletter on 3rd Thursday: <https://iaace.com/newsletter/>
 - Website help page: <https://iaace.com/help/>
 - E Newsletter Archives available: <https://iaace.com/member-benefits/archive-member-newsletters/>
 - Calendar: <https://iaace.com/calendar-of-events/>
 - Videos: Zoom, Loom, & YouTube!
 - Podcast: www.iaace.com/podcast/
 - Statistics were presented for various communication engagement.

IAACE Communications Committee-
Committee: Amy Richmund, Angie Reffo, Bryan Norman, Darcey Mitschelen,
Caroline Foster, Jenn Wigginton, Konnie McCollum, Sheila Butler

Membership Directory: <https://iaace.com/member-directory/>
Platform: <https://virtual.iaace.com/>
Blog <https://iaace.com/blog/>
Monthly E-Newsletter on 3rd Thursday: <https://iaace.com/newsletter/>
Website help page: <https://iaace.com/help/>
E Newsletter Archives available: <https://iaace.com/member-benefits/archive-member-newsletters/>
Calendar: <https://iaace.com/calendar-of-events/>
Videos: Zoom, Loom, & YouTube!
Podcast: www.iaace.com/podcast/

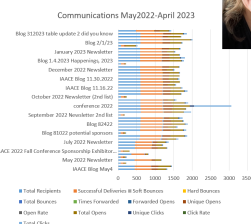
Social Media:  @IAACE  @IAACE  IAACE_Indiana #IAACE=hashtag



IAACE Communications Committee- Amy Richmund

x.

Communication Pieces	47
Avg. Total Recipients	484
Avg. Successful Deliveries	477
Avg. Soft Bounces	5
Avg. Hard Bounces	1
Avg. Total Bounces	7
Avg. Times Forwarded	0
Avg. Forwarded Opens	0
Avg. Unique Opens	147
Avg. Open Rate	31%
Avg. Total Opens	243
Avg. Unique Clicks	15
Avg. Click Rate	3%
Avg. Total Clicks	57



- XI. Conference Committee by Konnie McCollum (presented by Jennifer Wigginton)
- Dates: Wednesday, September 27, Thursday, September 28, and Friday, September 29
 - Where: BlueChip Casino Hotel Spa, 777 Blue Chip Drive, Michigan City, IN
 - Attendee Registration will open on or after July 1, 2023.
 - Early Bird Registration July 1-August 15
 - The [Call for Proposals](#) is currently open through June 2, 2023.
 - We are accepting sponsorships and exhibitor partnerships, [click here for details](#).

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g. Call for Proposals

Strands/Leads

1. **Administrative** – Rob Moore, Jerry Haffner
2. **ABE** (Literacy, Math, Writing) – Katie Walton, Sheila Butler
3. **Corrections** – Mike Thombleson, Amber Finnegan
4. **ELL** – Brenda Gaston, Dinorah Sapp
5. **HSE/HISET/GED** – Amy Richmund & Angela Reffo
6. **Personal Development** – Konnie McCollum, Amber Finnegan, Christine McConnell
7. **Technology** – Karen Crawford, Sheila Butler
8. **WEI/IET/Workforce Collaboration** – Christine McConnell, Roy Melton



Conference Committee



IAACE Conference Registration

Early Bird Registration July 1- August 15
Member Registration \$299
Non-Member Registration \$399

Late Registration August 16- September 9

\$349 Member
\$449 Non-Member

Attendee Registration Opens
July 1

Special Hotel Rate for Conference

Attendees:
\$119 Blue Tower and \$129 Spa Tower

Tuesday, 9/26, Wednesday 9/27 &
Thursday 9/28

**Hotel Reservations will
open on July 1.**

<https://iaace.com/2023hotel-information/>

Keynotes for Conference: Opening Keynote: Adam White—Made For Greatness-The 7 Habits that Unlock Greatness Within. Friday Keynote: Kim Ratz—"Fit at Forty, Forging the Future (to be Fab at Fifty)"

XII. **Awards Committee Report (Mike Thombleson/Tom Miller)**

- a. Open Awards Nomination Process in June 2023
- b. Close Awards, August 11, 2023
- c. Award Committee Decision Process August 12 – 31
- d. Awards Presented at Fall Conference on September 28, 2023 7:30 pm-9:00 pm
- e. <https://iaace.com/awards/>
- f. **Please nominate!**

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**Awards Committee –
Tom Miller & Mike Thombleson**



Open Awards Nomination Process in June 2023
Close Awards, August 11, 2023
Award Committee Decision Process August 12 – 31
Awards Presented at Fall Conference on September 28, 2023
7:30 pm-9:00 pm

<https://iaace.com/awards/>

XIII. Professional Development by Karen Crawford

- a. IAACE gives you the easiest solution to PD points!
- b. To “Stay Fit” DWD requires ALL teachers AND instructional aides who work 9 or more hours per week to have 10 hours minimum of authorized professional development each year! Assessment and AE InTERS training can NOT be use to meet this requirement!
- c. What counts as Professional Development?
 - i. IAACE Virtual Institute
 - ii. IAACE Conference
 - iii. IAACE Webinars
 - iv. COABE Conference
 - v. COABE Webinars
 - vi. LINCS
 - vii. Local Staff Training related to AE
- d. Submit your proposal for September’s IAACE conference at <https://iaace.com/callforproposals2023/>
- e. Strand Leaders to reach out to for help on your proposal:
 - i. **Administrative** –Rob Moore, Jerry Haffner
 - ii. **ABE** (Literacy, Math, Writing)-Katie Walton, Sheila Butler
 - iii. **Corrections**–Mike Thombleson, Amber Finnegan
 - iv. **ELL**– Brenda Gaston, Dinorah Sapp
 - v. **HSE/HiSET/GED**- Amy Richmund & Angela Reffo
 - vi. **Personal Development**- Konnie McCollum, Amber Finnegan, Christine McConnell
 - vii. **Technology**– Karen Crawford, Sheila Butler
 - viii. **WEI/IET/Workforce Collaboration**- Christine McConnell, Roy Melton
- f. The Deadline for submission is June 2nd!
- g. Check out the IAACE Website for opportunities and information on how YOU can “Be Fit and Forge the Future” in YOUR Career in Adult Education!
 - i. <https://virtual.iaace.com>
 - ii. <https://iaace.com/professional-development/>
 - iii. <https://iaace.com/digital-skills-lab/>

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iv. <https://virtual.iaace.com/membership-orientation/>

XIV. Membership Committee by Angie Reffo

a. Total Members: 440 (with Accounts Past Due of 130)



xI.

Membership-Angie Reffo

Current Individual Members	(2 Retirees)	276
Organizational Memberships	4	194
Total Members		440

Accounts Past Due 130



MEMBERSHIP BENEFITS:

- Advocacy
- Conference Discount
- Virtual Institute Discount
- Professional Development
- Platform Access
- WGU Tuition Discount
- Grand Canyon University Tuition Discount
- Teachers Credit Union membership
- COABE Membership
- Indiana Literacy Association Member
- E-Newsletters/Blogs/Zoom Chats
- Digital Skills Lab
- Organizational Memberships 10 +
- Retirees Membership

i.

<https://iaace.com/membership/>

b. NEW Membership Cards. Please use the Request your card on IAACE link!

c. Membership Benefits:

- Advocacy
- Conference Discount
- Virtual Institute Discount
- Professional Development
- Platform Access
- WGU Tuition Discount
- Grand Canyon University Tuition Discount
- Teachers Credit Union membership
- COABE Membership
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- E-Newsletters/Blogs/Zoom Chats
- Digital Skills Lab
- Organizational Memberships 10 +
- Retirees Membership
- Perks - Register to receive your perks card

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Membership- Angie

<https://iaace.com/perks/>



XV. History Committee by Laura Smart

- Encourage members to take pictures and submit them to the website for the history of adult education and IAACE
- <https://iaace.com/history/>
- We need past conference history for this year's celebration of 40 years at conference
- She will visit Ball State again to look at the archives.

CONFERENCE HISTORY



XVI. State/DWD Report

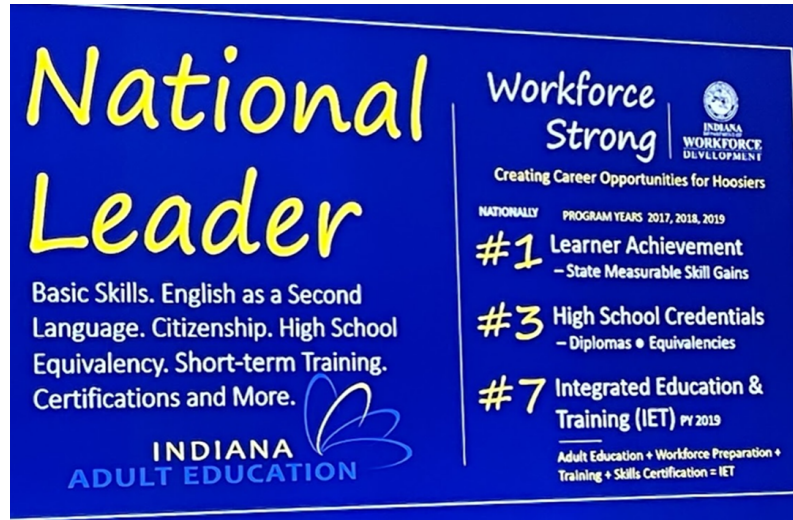
- Indiana is a National Leader
- Ranking in 2021:

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- i. Enrollment: 900,000 students nationally, a 26% increase...Indiana is #11 in the nation
- ii. Indiana ranked #3 in IET/Workplace Achievement
- iii. HSE ranked to #3 nationally behind California and Florida
- iv. The National Adult Education program MSG was 41.15%; however, Indiana was #1 in the nation at 68.82%. This is Indiana's 5th year in a row to be #1.



c. Indiana legislature has increased the budget \$4m, the largest increase in our history because of our successes and effectiveness in the nation.

XVII. General Member Comment and Questions

- a. Marilyn Pitzulo would like to have 50 submissions for COABE Conference next March in Nashville, TN.
- b. Marilyn Pitzulo says Indiana has been asked to present at Iowa Conference because of the great work done in Indiana.
- c. Please share your work at COABE by submitting proposals.
- d. IAACE membership gives you COABE membership
- e. OCTAE Director LaToya Newsome says, "If it's happening in Indiana, we want to know about it!"

XVIII. Announcements:


- a. Conference 2023 will be September 27, 28, 29 at Blue Chip Casino Hotel & Spa in Michigan City
- b. Conference 2024 will be October 2,3,4 at Belterra Casino Resort in Florence, IN
- c. COABE 2024 March 17-20 Nashville, TN Call for Proposals is Open

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IAACE Conferences/COABE

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- b.Conference 2024 will be October 2,3,4 at Belterra Casino Resort in Florence, IN
- c.COABE 2024 March 17-20 Nashville, TN Call for Proposals is Open
- 
- The logo for the Nashville, TN event features a stylized bridge graphic in orange and red, with the text "NASHVILLE, TN | MARCH 17-20" in blue and red.















- d. Join an IAACE Committee



Will you join a committee?

<https://iaace.com/committee-sign-up/>

 <p>Advocacy Committee</p> <p>Join today!</p> <p>COMMUNITY MEETING on 2nd Friday, join today!</p> <p>Advocacy Committee</p> <p>Christy McIntyre-Gray, Chair</p> <p>Select</p>	 <p>IAACE</p> <p>Join today!</p> <p>Keeping you informed</p> <p>Website Newsletter Blog</p> <p>Select</p>	 <p>Professional Development Committee</p> <p>Join today!</p> <p>EDUCATIONAL EDUCATION FOR ALL IACE MEMBERS</p> <p>Select</p>	 <p>BENEFIT YOU!</p> <p>Join today!</p> <p>our members!</p> <p>We are looking for ways to increase membership benefits, keep you in the know and grow IAACE membership.</p> <p>Select</p>
 <p>Adult Learner Engagement Committee</p> <p>Join today!</p> <p>Challenging opportunities for your adult learners to promote adult education</p> <p>Select</p>	 <p>IAACE</p> <p>Join today!</p> <p>Keeping you informed</p> <p>Website Newsletter Blog</p> <p>Select</p>	 <p>Professional Development Committee</p> <p>Join today!</p> <p>EDUCATIONAL EDUCATION FOR ALL IACE MEMBERS</p> <p>Select</p>	 <p>BENEFIT YOU!</p> <p>Join today!</p> <p>our members!</p> <p>We are looking for ways to increase membership benefits, keep you in the know and grow IAACE membership.</p> <p>Select</p>
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- e. Happy National Teachers Day on 5/9/23



Happy National Teachers Day, 5/9/23!

[illegible]

XIX. Adjourn Meeting

- a. **Motion to Adjourn: Angie Reffo**
- b. **Seconded: Jon Eichelberg**