













# Hybrid Meeting Etiquette & Participation Guidelines

-  1. Everyone will be muted. Please keep yourself muted to avoid unexpected interruptions and sounds. Microphones should be muted, unless you are speaker. President will announce speakers. Please unmute when you are announced.
-  2. Video is your choice, we would love to see your smiling faces, position camera at eye level (Red slash means off) (Alt + V)  
If we have bandwidth issues we may ask all to turn off
-  3. A screen will be shared for the majority of meeting so keep your setting set to *speaker view* to view speaker (Alt+F1)
-  4. Select **Chat** icon to open Chat. Type questions, comments or make motions *<motion>*. These will be moderated
-  5. **React** - use different icons to clap, thumbs up, raise hand and more. Reactions appear in Participants list as well
-  6. Polls will appear on your screen to approve motions. Select your vote. (Minutes, Reports etc.)

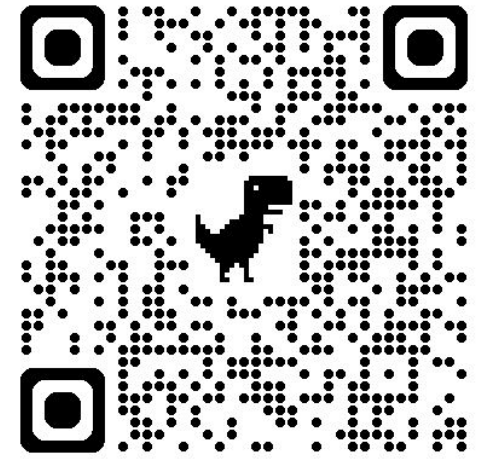
# In-Person Attendee Instructions

-  1. Go to the microphone to speak. Wait until the President announces you, then begin speaking.
-  2. Be ready to switch to using Reactions (Alt + Y) and voting during meeting as President instructs
-  4. A screen will be shared during the meeting. Ensure you have a clear view of the screen
-  5. Use Chat for questions, comments, and motions to ensure your input is seen
-  6. Reactions include clapping, thumbs-up, and raise hand. Make use of these as needed
-  6. Look for on-screen polls for voting on motions. Votes will be tallied electronically

# Welcome to the



Indiana Literacy Association  
Advancing Indiana Through Adult Literacy



# 2026 Annual Meeting

[iaace.com/membership-annual-meeting/](http://iaace.com/membership-annual-meeting/)





# I. Call meeting to order - Caroline



## Attendance Check-in

Please put your name in the **chat** for the attendance records or **sign the attendance sheet**.

Certificates of Attendance will be provided.





## II. Guest Speaker

**Sharon  
Bonney**

Chief Executive Officer, COABE





## III. Barnes & Thornburg Lobbyist Report

# Lauren Box

Partner, Barnes & Thornburg LLP

Representing IAACE interests and providing legislative updates for the 2026 Annual Meeting.



**Barnes &  
Thornburg**



# IV. State/DWD Report

## Lara Pastore

Indiana Department of Workforce  
Development

Presenting the latest updates and strategic reports  
from the State and DWD for the 2026 Annual  
Meeting.



INDIANA DEPARTMENT OF  
**WORKFORCE**  
DEVELOPMENT

INDIANA  
**ADULT EDUCATION**

A stylized graphic of three overlapping leaf-like shapes in green and blue.

2026 Annual IAACE/ILA Membership Meeting



INDIANA DEPARTMENT OF  
**WORKFORCE**  
DEVELOPMENT

# **DWD and IAACE A Year in Review**

# Program year 2025-26 in Review

- IAACE Conference Partnership
  - DWD Strand
  - Professional Development Verification
  - Programs of Excellence Awards
- AE Day at the Statehouse
  - Coordinated Planning
  - Governor's Attendance
  - Additional marketing and PR support
- Professional Development Contract Re compete
- COABE
  - State-required components
  - Staff support (volunteering and presentations)
- Indiana Mentoring Project
- Consistent engagement and partnership



# Looking forward to Program Year 2026-27

- IAACE Conference
- State Legislative Session
- AE Day at the Statehouse
- Indiana Mentoring Project
- Combined messaging,  
expanded impact





# Indiana Adult Education Mentor



**Rob Moore**

Project Lead

(812) 686-0466

[robmoore@iaace.com](mailto:robmoore@iaace.com)

[iaace.com/mentoring/](http://iaace.com/mentoring/)

## Mentoring Activities

### Monthly Minders for New Administrators

Key updates sent every month to keep programs on track.

- Meetings with local directors
- Available to call for direct support

#### An Idea to Increase Enrollments

Many of us gladly welcome former home school students—I mean truly homeschooled students—to take the high school equivalency tests when they present themselves to do so. Remember that they, too, need an Exit Interview from their home school if they are 16-17 years old. (The parent of a home school can sign for "superintendent's signature.") As we are helping them complete these documents, we have a great opportunity to ask them why they are seeking to take the high school equivalency tests. Then we can use those reasons to directly recruit other home schoolers through their local home school association to participate in our adult education classes as the capstone of their homeschool experience. And we can invite them to consider our IETs for further training!

#### Tasks Upcoming

<input type="checkbox"/>	Thursday, January 1, 2026	State offices are closed for New Year's Day.	Contact People: Practicality®
--------------------------	---------------------------	--	----------------------------------

## New Director's Course

### *Comprehensive Onboarding Modules:*

- Adult Education at the Federal and State Levels
- Budgeting & Finance
- Student Eligibility, Recruitment, Intake, & Attendance
- Standardized Assessments
- Performance & Accountability
- Student Exit, Follow-Up, & Post-Exit Indicators
- IET, WEI, & IELCE



# VI. IAACE



Indiana Association for Adult and Continuing Education **ELEVATES** lifelong learning and workforce development through professional development, collaboration, and advocacy.

## IAACE Campaigns

- Partners with Indiana adult education stakeholders
- Promotes and advances adult education programs
- Supports and serves members
- Leads professional development initiatives

## IAACE Strategies

- IAACE Executive Director
- Indiana Adult Education Mentor
- Lobbyist



# VI. IAACE Actions 2025-26

## 2025 IAACE Conference

"Hitting it Out of the Park with Adult Education"

## Advocacy & Presence

- Adult Education Day at the Statehouse
- Advocated for Federal Fund Support
- Advocacy April

## Professional Development

- COABE Conference Collaboration
- PD Conference & Mentor Contract
- Specialized Teacher PD Sessions

## Outreach & Community

- IAACE Video
- Social Following Growth

## Membership & Communication

- Membership Growth
- Consistently Published Monthly Newsletters
- Active Blogs
- Enhanced Digital Engagement
- Community Chats
- Regional Representation on Board



# VII. 2025 Annual Meeting Minutes - Maeve

Available for review at:

## Review & Access Instructions

**1**

**Access on the Website**

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

**2**

**Download the Document**

The file is available for download in the meeting chat window.

2026 Annual IAACE/ILA Membership Meeting



# 2025 Annual Meeting Minutes

## Approval

**1**

**Access on the Website**

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

**2**

**Motion to Approve**

*Please make a motion to approve or corrections in chat. i.e. <Motion> approve 2025 minutes*

2026 Annual IAACE/ILA Membership Meeting



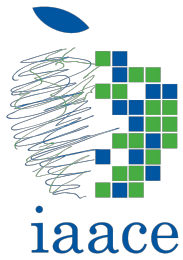
# VIII. Treasurer Report

**2025–2026 Budget:**  
**BUDGET TO**  
**ACTUAL**



*As of May 1, 2026*

2026 Annual IAACE/ILA Membership Meeting



# Treasurer Report 2025-2026 (as of May 1, 2026)

	PROPOSED 2025-2026	Actual		Difference
<b>Income</b>				
Individual Memberships	\$21,000.00	\$ 11,405.32	\$ 20,519.01	\$ (480.99)
Organizational Members		\$ 9,113.69		
<b>Conference</b>				
Conference Fees *	\$120,750.00	\$ 102,306.65		\$ (18,443.35)
Conference Sponsor/Partnerships	\$60,000.00	\$ 41,711.85		\$ (18,288.15)
Collaboration Funds	\$30,000.00	\$ 30,000.00		\$ -
Other	\$3,000.00	\$ 39,253.38		\$ 36,253.38
<b>Total Revenue</b>	<b>\$234,750.00</b>	<b>\$ 233,790.89</b>		<b>\$ (959.11)</b>
<b>Expenses</b>				
Contract Labor	\$36,000.00	\$ 32,040.50		\$ (3,959.50)
GOAT Mentoring	\$30,000.00	\$ 25,000.00		\$ (5,000.00)
Travel /Mileage	\$2,000.00	\$ 1,646.59		\$ (353.41)
COABE 2026 Registration/Travel	\$3,500.00	\$ 3,182.50		\$ (317.50)
Postage/Delivery/Mailbox/supplies	\$800.00	\$ 732.11		\$ (67.89)
Computer/Web Platform	\$100.00	\$ 117.68		\$ 17.68
Insurance	\$1,200.00	\$ 1,291.00		\$ 91.00
Outreach	\$2,000.00	\$ 735.20		\$ (1,264.80)
Strategic Plan/Transitional Meeting	\$500.00	\$ 50.00	\$ 4,702.42	\$ (450.00)
Accounting Software/Quickbooks/Canva/G-Suite	\$1,400.00	\$ 1,394.84		\$ (5.16)
ZOOM	\$200.00	\$ 159.90		\$ (40.10)
Membership Works	\$708.00	\$ 590.00		\$ (118.00)
Membership Committee	\$500.00	\$ 590.00		\$ 90.00
Advocacy Committee	\$2,000.00	\$ 1,917.68		\$ (82.32)



# Treasurer Report

<b>Memberships</b>				
	COABE	\$1,200.00	\$ 1,500.00	\$300.00
	AAACE	\$290.00	\$ -	(\$290.00)
	Pro Literacy	\$99.00	\$ -	(\$99.00)
	A2Z Math /Jay Synder	\$500.00		(\$500.00)
<b>Professional Services</b>				
	Tax Preparation	\$1,100.00	\$ 1,417.00	\$317.00
	Lobbyist	\$25,000.00	\$ 20,000.00	(\$5,000.00)
<b>Conference</b>				
	Hotel and Meals	\$75,000.00	\$ 63,376.75	\$ (11,623.25)
	Tech	\$20,000.00	\$ 16,000.00	\$ (4,000.00)
	Awards	\$1,200.00	\$ 975.75	\$ (224.25)
	Keynotes	\$10,000.00	\$ 2,500.00	\$ (7,500.00)
	Printing & copying	\$100.00	\$ -	\$ (100.00)
	Misc.	\$3,000.00	\$ 1,288.12	\$ (1,711.88)
	Gifts to attendees	\$4,000.00	\$ -	\$ (4,000.00)
	<b>Conference Expenses</b>	<b>\$113,300.00</b>	<b>\$ 84,140.62</b>	<b>\$ (29,159.38)</b>
	<b>Total Expenses</b>	<b>\$222,397.00</b>	<b>\$ 176,505.62</b>	<b>\$ (45,891.38)</b>
	<b>Revenue over Expenses</b>	<b>\$12,353.00</b>	<b>\$57,285.27</b>	<b>\$44,932.27</b>



# Conference Expenses as of May 1, 2026

*Fiscal Year: July 1, 2025 - June 30, 2026*

<b>Budgeted Amount</b>	<b>\$113,300.00</b>
------------------------	---------------------

<b>Actual Expenses</b>	<b>\$84,140.62</b>
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<b>Total Reduction</b>	<b>\$29,159.38</b>
------------------------	--------------------



# General Expenses Summary as of May 1, 2026

*Fiscal Year: July 1, 2025 - June 30, 2026*

## Total General Expenses (Excluding Conference)

**Budgeted Amount**

\$78,458.00

**Actual Expenses**

**\$68,129.82**

**Total Reduction**

**\$10,328.18**



# Final Overview 2025-2026 as of May 1, 2026

*Fiscal Year: July 1, 2025 - June 30, 2026*

## Budgeted

Revenue **\$234,750**

Expenses **\$222,397**

Profit/Surplus **\$12,353**

## Actual

Revenue **\$233,790**

Expenses **\$176,579,**

Profit/Surplus **\$57,211**



# Final Overview 2025-2026 as of May 1, 2026

*Fiscal Year: July 1, 2025 - June 30, 2026*

## Total Expenses

Budgeted **\$222,397.00**

**Actual \$176,579.61**

**Difference \$45,817.39**

## Total Revenue Over Expenses

Budgeted **\$12,353.00**

**Actual \$57,211.28**

**Difference \$44,858.28**



# Treasurer Report

## Questions?

Please make a motion to approve or provide corrections in chat, you may also raise hand to be recognized.

*Example: <Motion> approve Treasurer's Report*





## IX. New Business:

- A. 2026-2027 Budget
- B. Election Results
- C. Bylaw Changes

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



# IX. New Business:

## A. 2026-2027 Budget- Income Expectation

<b>Indiana Association for Adult Continuing Education</b>	
<i>July 2026 - June 2027</i>	
	<b>PROPOSED 2026-2027</b>
	<b>Budget</b>
<b>Income</b>	
Individual Memberships	<b>\$16,000.00</b>
Organizational Members	<b>\$6,000.00</b>
Conference	
<b>Conference Fees *</b>	<b>\$150,000.00</b>
<b>Conference Sponsor/Partnerships</b>	<b>\$75,000.00</b>
Collaboration Funds	<b>\$30,000.00</b>
Resource Committee/ILA	<b>\$3,000.00</b>
<b>Total Revenue</b>	<b>\$280,000.00</b>



# A. 2026-2027 Budget- Expenses

<b>Expenses</b>	
Contract Labor	<b>\$36,000.00</b>
GOAT Mentoring	<b>\$30,000.00</b>
Travel /Mileage	<b>\$2,500.00</b>
Registration/Travel	<b>\$6,000.00</b>
Postage/Delivery/Mailbox/supplies	<b>\$1,300.00</b>
Computer/Web Platform	<b>\$100.00</b>
Insurance	<b>\$1,300.00</b>
Strategic Plan/Transitional Meeting	<b>\$500.00</b>
Accounting Software/Quickbooks/Canva/G-Suite	<b>\$1,400.00</b>
ZOOM	<b>\$200.00</b>
Membership Works	<b>\$708.00</b>
Membership Committee	<b>\$500.00</b>
Advocacy Committee	<b>\$2,000.00</b>
PD Committee	<b>\$600.00</b>
<b>Total Expenses</b>	<b>\$83,108.00</b>

<b>Memberships</b>	
COABE	<b>\$1,500.00</b>
Pro Literacy	<b>\$1,000.00</b>
<b>Total</b>	<b>\$2,500.00</b>
<b>Professional Services</b>	
Tax Preparation	<b>\$1,500.00</b>
Lobbyist	<b>\$25,000.00</b>
<b>Conference</b>	
Hotel and Meals	<b>\$105,000.00</b>
Tech	<b>\$20,000.00</b>
Awards	<b>\$1,250.00</b>
Keynotes	<b>\$5,000.00</b>
Printing & copying	<b>\$100.00</b>
Misc.	<b>\$3,000.00</b>
Gifts to attendees	<b>\$2,500.00</b>
<b>Conference Expenses</b>	<b>\$136,850.00</b>
<b>Grand Total Expenses</b>	<b>\$248,958.00</b>



# 2026-2027 Budget

*Fiscal Year: July 1, 2025 - June 30, 2026*

## Total Revenue Over Expenses

Expected Revenue	\$280,000
Total Expected Expenses	\$248,958
General Expenses	\$ 112,108
Conference Expenses	<u>\$ 136,850</u>
	\$ 248,958
Potential Profit/Surplus	\$ 31,042





# 2026-2027 Budget



## Questions?

Please make a motion to approve or provide corrections in chat, you may also raise hand to be recognized.

*Example: <Motion> approve 2026-2027 Budget*



B.

# 2026 Board Election Results



Thank you to everyone who took the time to  
vote in our election!

**The new members of the IAACE Board...**



# New Officers as of 7/1/26



**President-Elect**  
**Ryan LaPlante**



**Treasurer**  
**Katie Walton**



# New Board Members (as of 7/1/26)

## Board Members At Large



**Adrienne Carrol**

**Region # 1**

NEO Adult Education



**Marilyn Pitzulo**

**Region # 5**

Retired



**Hannah Price**

**Region # 11**

Indiana Online Only



**Katie Sattler**

**Region # 12**

Washington Township AE



# Thanks for your Service

## Recognition of Board Members



**Laura Elsbrock**



**Carol Bible**



**Melinda  
Haines**



**David  
Shepherd**

Terms ending June 30, 2026



# Board of Directors Calendar 2026-2027

## 2026

**July 12, 2026**  
**August 14, 2026**  
**September 11, 2026**  
**October 9, 2026**  
**November 13, 2026**  
**December 11, 2026**

## 2027

**January 8, 2027**  
**February 12, 2027**  
**March 12, 2027**  
**April 9, 2027**  
**May 14, 2027**  
**May 21, 2027** (\**Transition Meeting - In Person*)  
**June 11, 2027**

**2026 IAACE/ILA Annual Meeting: May 21, 2027**

*\*All meetings are subject to change.*



## IX. New Business:

### C. Bylaw Changes

- [https://docs.google.com/document/d/1eETfqA6-cpgy3FiLzf3IKhyjEdToG7\\_1/edit?usp=sharing&ouid=110610772896774485489&rtpof=true&sd=true](https://docs.google.com/document/d/1eETfqA6-cpgy3FiLzf3IKhyjEdToG7_1/edit?usp=sharing&ouid=110610772896774485489&rtpof=true&sd=true)



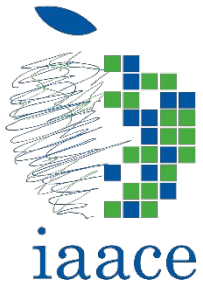
# IX. New Business

## C. Bylaw Changes

Please review the proposed updates to the IAACE bylaws using the link below:

[View Bylaw Document](#)

For more information, visit: [iaace.com/membership-annual-meeting/](http://iaace.com/membership-annual-meeting/)



# New Business: C. Bylaw Changes

## **ARTICLE I -- NAME**

The name of this association shall be the Indiana Association for Adult and Continuing Education, Inc. (IAACE), hereinafter referred to as the Association.

## **ARTICLE II – LOCATION AND AGENT**

The principal and ongoing office and agent shall be located at a site that meets or exceeds the minimum criteria established by the Board of Directors.

## **ARTICLE III -- PURPOSE**

The purpose of the Association shall be to provide leadership for the advancement of the education of adults in the life-long learning process by unifying the profession to (1) advocate for the field of adult and continuing education, (2) communicate with the public and members, (3) offer other member services, (4) encourage and implement research, (5) provide resources and otherwise further adult education. Additionally, the Indiana Association for Adult and Continuing Education, Inc. is organized exclusively for educational purposes, including, for such purposes, the making of distributions to organizations under section 501 (c)(4) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue law). No part of the net earnings of this corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payment and distributions in furtherance of the purposes outlined in ARTICLE III, Paragraph 1. This corporation may inform the public by educational methods on a subject of public interest and concern, even though the organization may advocate a particular viewpoint. In addition, it may seek changes in law through legislation to reflect that viewpoint. However, the corporation shall not rate candidates for public office or participate or intervene in any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these articles, the corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income taxes under section 501 (c)(4) of the Internal Revenue Code of 1954 (or the corresponding provision



**Caroline Foster**  
11:54 AM Apr 8

Edits have occurred due to grammatical errors.



**Caroline Foster**  
11:55 AM Apr 8

Change. From the following:

(1) advocate for the field of adult and continuing education, (2) develop human resources, (3) encourage and implement research, (4) communicate with the public and members, (5) offer other member services, and otherwise further adult education.



# New Business: Bylaw Changes

## **ARTICLE IV -- MEMBERSHIP**

### **SECTION I - MEMBERSHIP**

Membership is open to all individuals concerned with the education of adults.

### **SECTION II - KINDS OF MEMBERSHIP**

The association may have the following categories of membership: individual professionals, students, adult education retirees, community partners, honorary life, and organization. The Board of Directors may establish special membership categories.

### **SECTION III - MEMBERSHIP YEAR**

The membership year shall begin the month the membership dues are paid. All payments are final and will only be refunded or canceled with a vote/approval by the Board of Directors.

### **SECTION IV - VOTES**

Each member of the Association shall be entitled to one (1) vote either in person at the annual meeting or electronically outside of the annual meeting on each matter submitted to the vote of the members.

### **SECTION III - POWERS AND DUTIES OF THE PRESIDENT**

The President shall serve as the principal officer of the Association and its representative to the public; preside at all meetings of the Association and of the Board of Directors; act as the IAACE/COABE/ILA Coordinator or may appoint these duties to a paid Executive Director. The President shall be responsible for the job description and duties of a paid Executive Director position; be an ex-officio member of all committees of the Association; make all appointments except as otherwise provided in these bylaws; vote in the case of a tie; and be responsible for the agenda for the annual meeting. The President shall supervise the Executive Director position and instruct all duties of the Executive Director with input from the Board of Directors. The President shall serve as a Board member of the Indiana Literacy Association (ILA) and appoint two current IAACE board members to serve on the ILA board.



**Caroline Foster**  
11:53 AM Apr 8

Change from:

The association may have the following categories of

[Show more](#)



**IAACE Director**  
9:39 AM Apr 10

individual addition



**Caroline Foster**  
11:00 AM Yesterday

Removed AACE. We are letting this membership lapse.



**IAACE Director**  
4:00 PM Today

AAACE



# New Business: Bylaw Changes

## ARTICLE VI – BOARD OF DIRECTORS

### SECTION I - COMPOSITION

The Board of Directors shall consist of thirteen (13) members: five (5) elected officers, seven (7) additional voting directors elected from the membership, and one(1) appointment from the Indiana Literacy Association board members. All Directors shall be active members of the Association and in good standing. Members of the Board shall represent the membership in setting policies and guidelines for the Association. All Directors shall complete a Conflict of Interest before taking office on July 1.


### SECTION II - ELECTION AND TERM OF OFFICE

Beyond the charter year, each board member who is not an officer shall be elected for a term of two (2) years by the active membership, three (3) directors to be elected during odd-numbered years, and four (4) directors to be elected during even-numbered years. One (1) member of the Board of Directors shall be appointed by the Indiana Literacy Association (ILA) to serve as a voting member of the IAACE Board. This appointment shall occur during odd-numbered years and the appointee shall serve a two (2) year term. In addition, the President shall appoint two (2) current IAACE Board members to serve as representatives to the Indiana Literacy Association Board, in accordance with Article V. No Director shall serve more than two (2) consecutive terms. All Board of Directors shall not serve more than two (2) consecutive terms as directors. Officers and board members shall take office on July 1 but may be required to attend a transitional board meeting with the outgoing Board between the date of the election and the day they take office.

### SECTION III - MEETING OF THE BOARD OF DIRECTORS


A. The Board of Directors shall meet no fewer than six (6) times per year for business meetings with agendas to be set and distributed in advance by the President, accounting for all standing committees, board members, and individual members' concerns.

1. A quorum shall consist of seven (7) voting members of the Board of Directors.
2. An affirmative vote of a simple majority of those present who choose to vote shall be required to transact business or as otherwise stipulated in these bylaws.
3. The Board of Directors shall have full power to adopt its own rules of procedure subject to these bylaws.

 Caroline Foster  
4:00 PM Apr 10

Change from:


Board

 Caroline Foster  
4:05 PM Apr 10

Change from:


The Director appointed by the Board of Directors of the

[Show more](#)

 Caroline Foster  
1:19 PM Apr 8

Change from:

Directors shall not serve more than two (2) consecutive terms as directors.

 Caroline Foster  
12:07 PM Apr 8

Change from:

Specific months were laid out: July, September, November, January, March, May





# New Business: Bylaw Changes

## SECTION IV - POWER AND DUTIES OF THE BOARD OF DIRECTORS

The Board of Directors shall develop and bring policy recommendations before the membership for its vote wherever the bylaws specifically require such consideration and action by the membership; implement the policies either as adopted by the membership or as developed by the Board; fill vacancies according to these bylaws; print an annual report of the Association and make it available to the membership; monitor and audit officers' performance to determine that the business of the Association is being carried out in accordance with the Association's policies, objectives, and plans and that satisfactory results are obtained; interpret and carry forward the policies of the Association and cooperate with the national organization; receive and authorize expenditures of any funds which are deemed requisite and necessary for the operation and maintenance of the Association. For further guidance, refer to Article XII.

## Section V - Limitations

The Board of Directors shall be limited to no more than two (2) representatives from any one (1) program, organization, institution, or other entity. The Nominations and Elections Committee shall make reasonable efforts to ensure compliance with this limitation when preparing the slate of candidates. If more than two (2) candidates from the same entity are nominated or elected, only the two (2) candidates from that entity receiving the highest number of votes shall be eligible to serve and shall be seated on the Board.

## ARTICLE VII – MEMBERSHIP MEETINGS


There shall be at least one (1) annual meeting of the general membership of the Association prior to July 1. The President shall prepare the agenda of the annual meeting in accordance with Article V, Section III, of these bylaws.

## ARTICLE VIII -- COMMITTEES

Recognition of standing committees shall be the direct responsibility of the Board of Directors. Standing committees shall have automatic access to agendas of all meetings of the Board of Directors. The leadership and membership of standing committees shall not be limited to the Board of Directors. There shall be two categories of standing committees.


A. Operational committees shall include, but not be limited to, advocacy, professional development, conference planning, and collaboration. Subcommittees within these committees may operate as working groups or task forces, including, but not limited to, membership services, communications, nominations, audit, and awards.

B. Special interests task force.

 Caroline Foster  
12:12 PM Apr 8


Change:

Added to this article

 Caroline Foster  
3:58 PM Apr 10

The Board of Directors shall be limited to two (2) representatives from any one (1) program, organization, institution, or entity. If more than two members of a

[Show more](#)

 Caroline Foster  
1:38 PM Mar 24

Change from:

Board



# New Business: Bylaw Changes

## **ARTICLE IX – NOMINATION AND ELECTION PROCEDURES**

### **SECTION I - NOMINATION AND ELECTION COMMITTEE**

The Nomination and Election Committee shall comprise at least three (3) members in good standing of the Association. The President shall appoint the Committee with the approval of the Board of Directors at least four (4) months before the annual meeting. A simple majority of the members of this Committee will constitute a quorum. Members of the Committee are ineligible for nomination to the Board of Directors or any office during their tenure with this Committee.

### **SECTION II - DUTIES OF THE NOMINATION AND ELECTION COMMITTEE**

The Nomination and Election Committee shall conduct the annual election of the Board of Directors and Officers.

A. At least sixty (60) days prior to the annual meeting, the Nominations and Elections Committee shall distribute a nomination/application form to all active individual and institutional members, along with a list of all active individual members. Completed nomination/application forms must be returned to the Committee within fifteen (15) days of the date of distribution. The Committee shall verify the willingness and eligibility of all candidates to serve. At least forty-five (45) days prior to the annual meeting, the Committee shall prepare a slate of candidates to appear on the ballot. The slate shall include at least two (2) candidates for the Board of Directors and shall not be fewer than the number of open positions plus one (1).

B. The Nomination and Election Committee shall prepare a ballot with a slate of candidates, a brief description of each candidate, and a space for write-in candidates. At least thirty (30) days prior to the annual meeting, the ballots shall be sent electronically or mailed first-class to the active membership. Ballots returned within fifteen (15) days of the date sent electronically or mailed shall be counted. It is the responsibility of the Nomination and Election Committee to verify the validity of the ballots.

C. Candidates receiving a plurality of the votes cast shall be elected. The Nomination and Election Committee or designated staff or officer shall announce the election results to the candidates after the validity of the ballots has been verified and to the membership at the annual meeting or after the validity of the ballots has been verified.



**Caroline Foster**  
4:09 PM Apr 10

Change from:

At least ninety (90) days prior to the annual meeting, the Committee shall send a nominating/application form to all active individual and institutional members along with a list of all individual active members. Nominating/application forms shall be returned to the Committee within fifteen (15) days of the date mailed. The Nomination and Election Committee is responsible for verifying the willingness and eligibility of the candidates to serve. At least forty-five (45) days prior to the annual meeting, the Committee shall select a slate of candidates to appear on the ballot. The slate shall consist of at least two (2) candidates for the Board of Directors, not to be fewer than the number of openings plus one (1).



# New Business: Bylaw Changes

A. Bylaw Changes <https://docs.google.com/document/>

## ARTICLE XII -- AMENDMENTS

### SECTION I

These bylaws may be amended by a two-thirds (2/3) vote of the members voting at the annual meeting or by electronic voting conducted in accordance with procedures established by the Board of Directors. Proposed amendments shall be published and distributed to the membership by the Board of Directors at least thirty (30) days prior to the vote. Electronic voting shall utilize secure digital platforms that verify membership eligibility and ensure that each member is permitted only one vote.

### SECTION II

Bylaw revisions shall be initiated by the Board of Directors or by the petition of one-sixth (1/6) of the membership as recorded at the time of the previous annual meeting. Petitioned revisions must be submitted to the Board of Directors at least sixty (60) days prior to the vote. An amendment can be voted upon via the return of the ballot cards or at the annual meeting.

A screenshot of a Google Docs comment. At the top left is a circular profile picture of a woman. To its right, the name "Caroline Foster" and the time "1:23 PM Apr 8" are displayed. Below this, the text "Change from:" is followed by a paragraph of text: "These bylaws may be amended by a two-thirds (2/3) vote of the members voting at the annual meeting or by electronic voting as prescribed by the Board of Directors. Proposed amendments must be published and distributed by the Board of Directors to the members at least thirty (30) days prior to the vote."

Motion for approval  
Vote



# X. Old Business- Caroline

## A. 2025 Conference

Reviewing key performance indicators and feedback from our flagship event.

- Attendee Growth Metrics
- Sponsorship Evaluation
- Post-Event Survey Results

## B. Strategic Plan

Advancing our long-term goals through data-driven insights and committee action.

- Membership Survey Review
- Standing Committee Reports
- Operational Alignment



# X. Old Business- Caroline



## Attendees

**305**

- 130 IAACE Members
- 149 Org. Registrations
- 26 Non-Members

## Sponsors & Exhibitors

**20**

## Budgeted:

**\$113,000.00**

## Expended:

**\$84,140.62**



# X. Old Business: Caroline

## B. Strategic Plan

### i. Membership Survey

### ii. Standing Reports

- ✓ 1. Professional Development
- ✓ 2. Conference Committee
- ✓ 3. Collaboration & Engagement Committee
- ✓ 4. Advocacy Committee
- ✓ 5. Resource Committee/Indiana Literacy Association



# Membership Survey

## Member Perceptions

How do you think IAACE is performing overall?

## Benefit Utilization

What specific member benefits do you value most?

## Strategic Plan Alignment

Share your assessment of our progress on the key strategic objectives.



***\*\*Survey closes on June 30th.***

**SHARE YOUR VOICE: [iaace.com/survey](https://iaace.com/survey)**



# X. Old Business: Caroline

## B. Strategic Plan

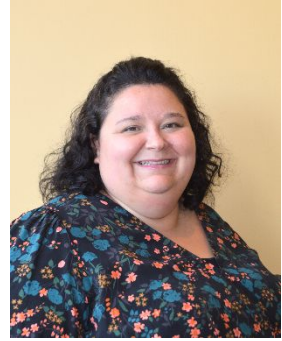
### i. Membership Survey

### ii. Standing Reports

- ✓ 1. Professional Development
- ✓ 2. Conference Committee
- ✓ 3. Collaboration & Engagement Committee
- ✓ 4. Advocacy Committee
- ✓ 5. Resource Committee/Indiana Literacy Association



# 1. Professional Development



## New Teacher's Talk Format

- Video Format Now

## Monthly PD Webinars

- Storytelling
  - Differentiated Instruction
  - Values

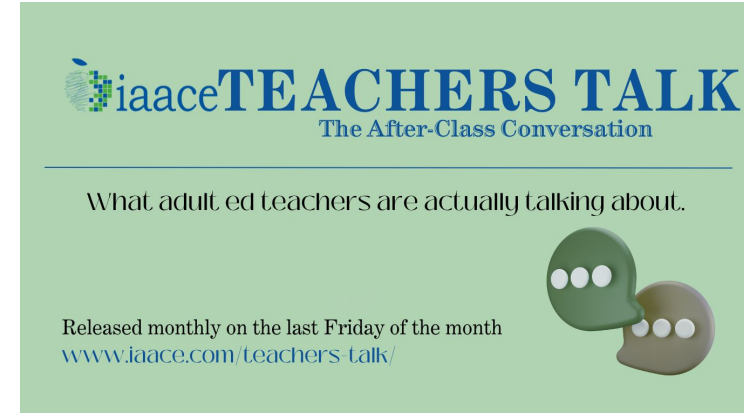
## Repository of Resources

- <https://iaace.com/tools/> <https://iaace.com/resources/>

## Committee Meeting is 4th Friday of Month

- Come Join the FUN!

<https://iaace.com/professional-development/>





# June Professional Development



## Preparing Adult Learners for an AI-Driven Workforce

**Charles Pellicane - Lila Zermeno**

**Thursday, June 18**

**2:00 pm ET**

**REGISTER TO ATTEND:**

<https://bit.ly/IAACEJunePD>



Artificial Intelligence is rapidly changing the workplace – including many blue-collar and skilled labor industries. Join Charles Pellicane from Human-I-T for a professional development session designed to help educators better understand how AI is shaping the future of work and how adult education classrooms can adapt.

This session will provide insight into an AI-focused course developed to support working adults and blue-collar learners in building confidence with emerging technology, workplace tools, and digital problem-solving skills. Participants will explore practical ways teachers can introduce AI concepts into instruction to support lifelong learning, career readiness, and workforce advancement. Attendees will leave with ideas, resources, and strategies to help learners become more adaptable, informed, and prepared for the evolving demands of today's workforce.

[/iaace.com/professional-development/](https://iaace.com/professional-development/)



## 2. 2026 Conference Committee



### Conference at a Glance

## 30 Committee Members Sub-Committees

- Keynote Speaker
- Strand Leads/Call for Proposals
- Vendor/Sponsor Recruitment
- Facilitators/Volunteers
- Registration
- Communication/Program/Survey
- Conference Newcomers/Singles



# IAACE Conference 2026

- **Attendee Registration**
  - Opens July 1, 2026
- **Early Bird Registration**
  - July 1 - August 28
  - Member: \$400
  - Non-Member: \$500
- **Late Registration**
  - August 28 - September 9
  - Member: \$450
  - Non Member: \$550



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



# Opening Keynote - September 30

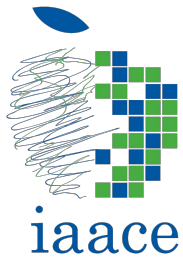


## Lewis Chaney

*It's about what you're not seeing.*

Magicians use misdirection to control what you notice and, more importantly, what you don't. We tend to negatively misdirect ourselves every day, focusing on the bad news, the stress, the noise.

Sometimes, we miss the good moments, the wins, the little things that actually matter. Shifting this isn't a trick, it's a choice. It's learning to choose the good news. At one point in this program, you will feel the mood of the entire room elevate.



# Call for Proposals- Deadline June 5th

**Administrative/Leadership Skills/Program Management** – *Caroline Foster, Rob Moore*

**ABE Curriculum** – *Katie Walton, Sheila Butler*

**Corrections/Vocational** – *Jane Coulter, Mark Fridenmaker*

**Digital Literacy/Technology** – *Carol Bible, Sara Gutting*

**ELL (English Language Learning)/Civics** – *Leo Patiño, Meredith Boaz*

**Workforce/WEI/IET** – *Laura Elsbrock*

**Personal Development** – *Nicole Kelso, Konnie McCollum*

**Data Management and Testing Center Administration** – *Denise Esslinger, Matt Crites*

**Outreach/Marketing/Social Media** – *Hannah Price*

**Department of Workforce Development (DWD)**– *Lara Pastore, Bart Doan*



<https://iaace.com/callforproposals2026/>



# Join Us to Make the Magic Happen

You Are Invited to Join!  
We Meet Virtually.

2nd Friday of the Month  
9:00 a.m. to 10:00 a.m.

Committee Sign-Up



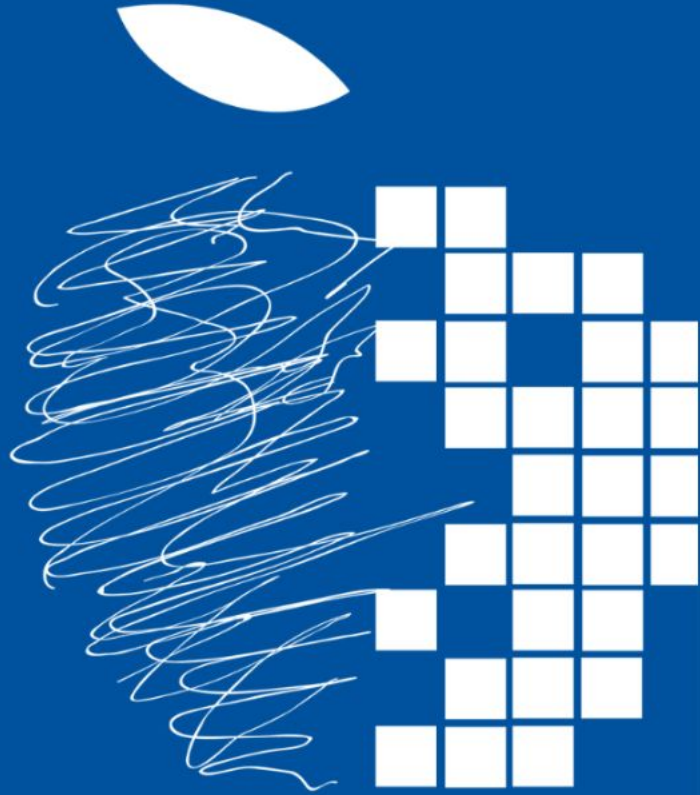
### 3. Collaboration and Engagement Committee



Dave Shepherd



The IAACE Member Collaboration and Engagement Committee is a dynamic group of people with a passion for *connecting members, fostering member engagement and collaboration, and increasing awareness of the benefits of being a member of IAACE*. The IAACE Collaboration and Engagement Committee *acts as the catalyst for transformative engagement* and collaboration among Indiana adult educators. By focusing on *enhancing membership, nurturing communication, and recognizing impactful and innovative collaborative partnerships*, this committee plays a crucial role in expanding the reach and impact of adult and continuing education.



# 2026 Membership:



Individual  
Memberships

**238**

226 members  
12 retirees



Organizational  
Memberships

**8**

(10-30 members)  
99 Members



Institutional  
Memberships

**1**

(101+ members)  
145 members

**TOTAL:**  
**482**

Student Memberships = 25

# Recognition/ Membership



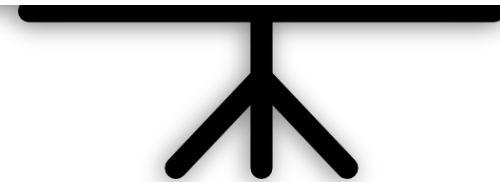
Student Memberships = 25

# Collaboration and Engagement Committee



## Best Practices for Collecting and Managing Student Success Stories

Discover how to transform student success stories into powerful advocacy tools. This presentation offers practical strategies to collect, organize, and share authentic student narratives that drive partnerships and funding.



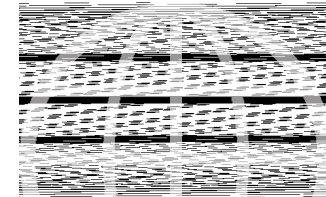
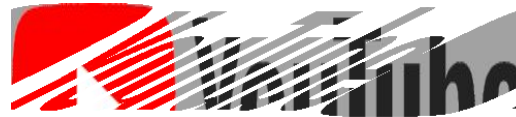
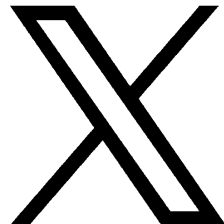
# Collaboration and Engagement Communication Committee



Facilitated by:  
**David Shepherd**  
Collaboration & Engagement  
Committee Chair  
and  
Jenn Wigginton  
IAACE Executive Director

3rd Friday of each month  
9:30 am CT/10:30 am ET

[//iaace.com/membership/community-chat/](https://iaace.com/membership/community-chat/)



<https://iaace.com/>



[https://youtu.be/Qjj-vP\\_oBC8?si=DQzMm3kWmxQp\\_O-u](https://youtu.be/Qjj-vP_oBC8?si=DQzMm3kWmxQp_O-u)

# Recognition

# Collaboration and Engagement Committee



**Business and Industry Award**  
**Outstanding Essential Support Staff**  
**Outstanding New Adult Educator**  
**Outstanding Adult Educator**  
**Outstanding Administrator/Coordinator/Director**  
**Outstanding Tutor/Volunteer**  
**Outstanding Adult Learner of the Year**  
**Dr. John Nally Award of Excellence in Correctional Education**  
**Dr. John R Craddock Award**

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

# Recognition

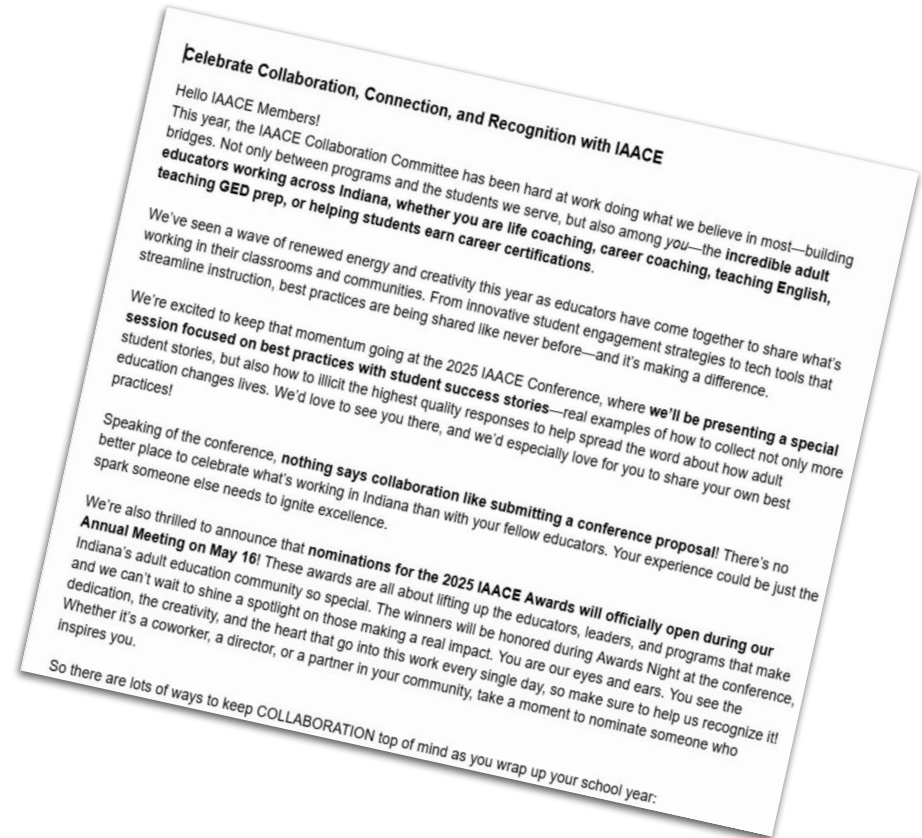
# Collaboration and

# Engagement Committee

# READY...SET...NOMINATE!



## NOMINATIONS FOR IAACE AWARDS OPEN MAY 28, 2026



# Collaboration and Engagement Committee



## On the Horizon...

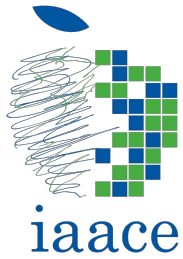
## WIDENING OUR REACH:

### Join Us!

ANY MEMBER can be a part of a committee, regardless of whether or not you are on the Board!

- Smooth Transition
- Change of Committee Chair/Members
- Position Description
- Collaborating with other committees
- Membership Survey

*Virtual Meetings are on the first Thursday of each Month*



# 4. Advocacy Committee Report

## Championing Change: The Power of the Advocacy Committee

The Advocacy Committee is the engine that drives positive change within our organization and beyond. We are a passionate group of IAACE members dedicated to amplifying the voices of adult educators and learners, using strategic advocacy initiatives to influence policy, promote awareness, and create a brighter future for our adult education students.



## Committee Members

- Co-Chairs- Denise Esslinger & Melinda Haines
- 10 IAACE Members
  - Current & Past SAAEF Fellows
- 2 DWD Members
- 1 Lobbyist- Lauren Box

## Opportunities to Join

- New Members Always Welcome

## Monthly Meetings (Virtual)

- 2<sup>nd</sup> Tuesday of Each Month
- 11:00 a.m. to noon (Eastern Time)

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



# 2025 AEFL Week

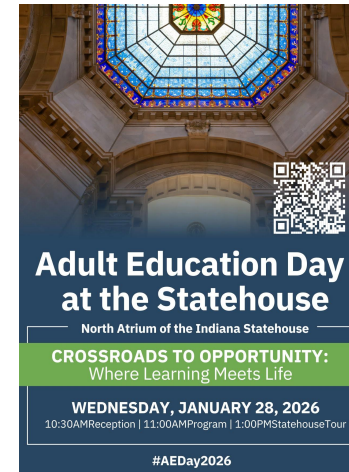
- Proclamations
  - Governor's Proclamation
  - Mayoral Proclamations
- Flood the Hill
  - Marilyn Pitzulo
- Numerous Social Media Posts





# Adult Education Day

- **Over 200 Attendees**
  - Adult Education Staff
  - Adult Education Students
  - Adult Education Partners
- **Speakers**
  - Keynote - Governor Braun
  - Senator Rod Bray
  - Representative Michelle Davis
  - Representative Renee Pack
  - Senator Greg Taylor
  - DWD Interim Commissioner Mike Smith
- **Student Essay Winners**





# Advocacy in Action

## July 2025

- Outreach to Federal Legislators
- Meeting with Senator Todd Young's Staff Member - July 25, 2025

## Conference Sessions

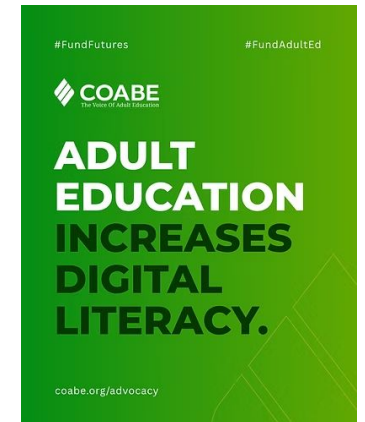
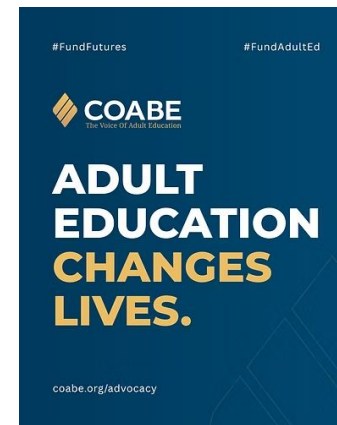
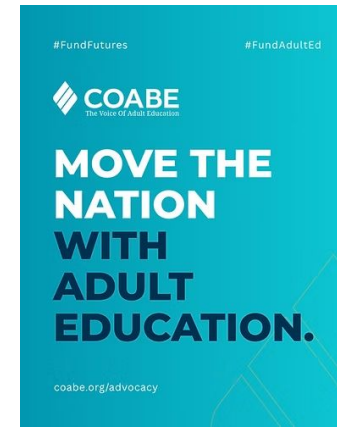
- IAACE - Getting to Third Base with Your Local Legislator
- COABE - Adult Education Day (SAAEF/SALI Training)

## Advocacy April

- Advocacy BINGO
- Letter Signing Outreach

*Advocacy April 2026*  
BINGO

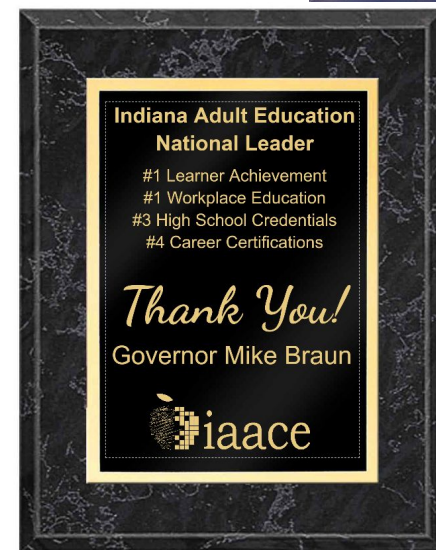
Advocate on Social Media	Ask Local Legislators for Help	Don't Let Each State's Adult Education Success	Teach (or Inspire) Your Work	Follow your Legislator on X
Share the 3 'R's' on your Socials	Share Adult Education Success with Legislators	Share Adult Education Success with Legislators	Share Adult Education Success with Legislators	Book a Meeting with Legislators
Base Your Advocacy on Research	Share Adult Education Success with Legislators	Use Adult Education Success to Inspire Your Work	Apply for Funding Opportunities	Share your Adult Education Success
Share Adult Education Success with Legislators	Share Adult Education Success with Legislators	Let's Make Adult Education a Priority	Let's Make Adult Education a Priority	Let's Make Adult Education a Priority
Use Social Media to Share Adult Education Success	Write and Share Letters to Legislators	Write and Share Letters to Legislators	Use Social Media to Share Adult Education Success	Engage your Legislator on Socials

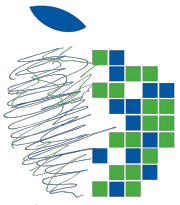




# Governor Mike Braun

- **Keynote Speaker at Adult Education Day**
- **Video Welcome at COABE Conference**
- **COABE SAAEF Session**
- **Signing of HEA 1195**
  - Authored by Representative Davis
  - 16- and 17-Year Old Requirements
  - HSE Pilot Program





iaace

# Looking Ahead

## Local Legislative Relationships

- Invite Legislators to Your Program
- Foster New Relationships
- Share Local Impact Sheets

## AEFL Week 2026

- Governor's Proclamation
- Increase Mayoral Proclamations
- Legislative Visits to Programs
- Represent at Flood the Hill

## Adult Education Day 2027

- Increase Legislative Attendance
- Provide Continental Breakfast



**SAVE THE DATE: Feb. 16**



# Join Us!

## Advocacy Committee Meeting

 Second Tuesday of Each Month

 11:00 am Eastern Time

**THANK YOU**

# 5. Resource Committee Report/ Indiana Literacy Association

## Our Mission

The Indiana Literacy Association is to expand access to literacy and basic skills education across Indiana by empowering literacy professionals, volunteers, and organizations through professional development, collaboration, networking, and impactful resources that strengthen adult and family literacy in our communities.

Organization Status

**501c3 for IAACE**

Official Website

[indianaliteracy.org](http://indianaliteracy.org)



## Indiana Literacy Association

Advancing Indiana Through Adult Literacy



Leo Patiño



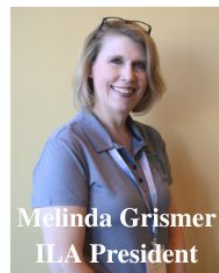
Deb Sherwood



Caroline Foster



Sheila Butler  
ILA Treasurer



Melinda Grismer  
ILA President



Michelle Ellis  
ILA Vice-President



Katie Walton  
Secretary



Konnie McCollum



Tom Miller



Jenn Wigginton  
Executive Director



Indiana Literacy Association

Advancing Indiana Through Adult Literacy

2025-2026

# Financial Summary

## Income

Beginning Balance (May 1, 2025): **\$9,902.56**

Silent Auction: **\$2,328**

Zeffy Donations: **\$390**

**Total Income: \$2,718**

## Expenses

Lunch & Learn: **\$2,118.41**

ProLiteracy Membership: **\$1,000.00**

Adult Ed Day Sponsor: **\$1,000**

Program Grants Awarded: **\$1,000**

**Total Expenses: \$5,118.41**

Ending Checking & Savings Balance (April 30, 2026)

**\$7,511.15**



Indiana Literacy Association

Advancing Indiana Through Adult Literacy

2025-2026

# IU Credit Union Account

## Income

Beginning Balance (May 1, 2025): \$523.00

Half Pot: \$282.50

**Total Income: \$282.50**

## Expenses

Spark Aid Funds:

Clinton Co: \$39.00

CARA: \$203.00

**Total Expenses: \$242**

Ending Balance (April 30, 2026)

**\$563.50**



Indiana Literacy Association

Advancing Indiana Through Adult Literacy

# ByLaw Changes

Melinda Grismer  
ILA President

## Key Updates & Purpose

### ARTICLE I - NAME, PURPOSE

**Section 1:** The name of the organization shall be the Indiana Literacy Association, Inc., hereinafter referred to as the ILA.

**Section 2:** The Indiana Literacy Association is organized exclusively for charitable, scientific, and educational purposes, specifically to improve access to literacy and basic skills education by providing for the professional development and networking needs of literacy volunteers and organizations serving adult and family literacy learners.

Misc. Corrections have been made for typos/grammar errors

Full Bylaws available at: <https://indianaliteracy.org/bylaws/>



Indiana Literacy Association

Advancing Indiana Through Adult Literacy

# Board Slate

July 2026 – June 2027

## Proposed Board Members Slate

### Board Members At Large:

Tom Miller

Denise Esslinger, IAACE President- Elect/President MOU

**Treasurer:** Open as of July 1

**Action Required: Motion of Approval and Vote**



# Indiana Literacy Association

Advancing Indiana Through Adult Literacy

## 2025-26 Successes

- Collaborates on Lunch and Learn at Conference 2025
- Grow and Develop Board of Directors
- Cultivate Mini-Grant Opportunities for Member Organizations
- Continue Fundraising Opportunities to support IAACE/ILA MOU
- Spark Aid Fund

## Goals for 2026-27

- New Mission Statement
- Leverage a Capacity Grant
- Collaborate on Conference
- Rework the Strategic Plan Task Lists



# XI. Announcements



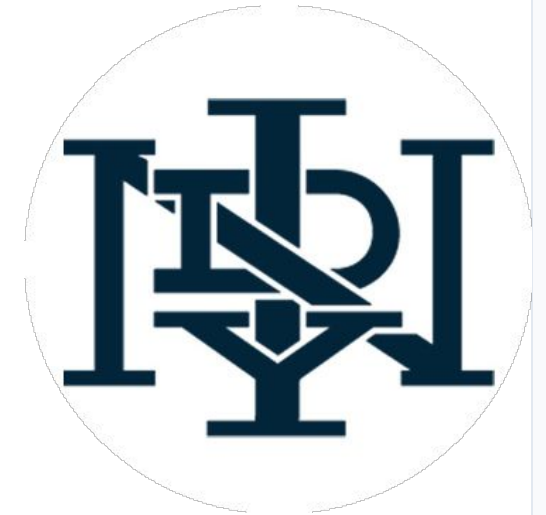


# Save the Date

**Tuesday, July 21st**

**Indianapolis Indians at  
Victory Field Game**

**Fundraiser & Community Event**





# Spark Aid Fund



## The Mission

**A quick spark of support for adult literacy.**

## What's Covered?

Need books or literacy-related supplies? Provides **immediate assistance** for adult learner supplies.

## Funding Amount

**Requests can be up to \$200.**

Apply at: [indianaliteracy.org/spark-aid-fund/](https://indianaliteracy.org/spark-aid-fund/)



# June Professional Development



## Preparing Adult Learners for an AI-Driven Workforce

**Charles Pellicane - Lila Zermeno**

**Thursday, June 18**

**2:00 pm ET**

**REGISTER TO ATTEND:**

<https://bit.ly/IAACEJunePD>



Artificial Intelligence is rapidly changing the workplace – including many blue-collar and skilled labor industries. Join Charles Pellicane from Human-I-T for a professional development session designed to help educators better understand how AI is shaping the future of work and how adult education classrooms can adapt. This session will provide insight into an AI-focused course developed to support working adults and blue-collar learners in building confidence with emerging technology, workplace tools, and digital problem-solving skills. Participants will explore practical ways teachers can introduce AI concepts into instruction to support lifelong learning, career readiness, and workforce advancement. Attendees will leave with ideas, resources, and strategies to help learners become more adaptable, informed, and prepared for the evolving demands of today's workforce.



# 2026 IAACE Awards

May 27, 2026

**Nomination Process Opens**

August 14, 2026

**Nominations Close**

August 15 – September 2, 2026

**Committee Decision Process**


September 30, 2026

**Awards Presented at Conference**

Submit nominations at: [iaace.com/awards/](https://iaace.com/awards/)



# Will you join an IAACE committee?



**Advocacy Committee**  
Advocacy Committee  
The Advocacy Committee is

Select



**Conference Planning Committee**  
Conference Planning Committee:

Select



**Professional Development Committee**  
The Professional

Select



**Collaboration Committee**  
The IAACE Collaboration Committee is the vital hub

Select



**Resources Committee**  
The Resources Committee was formerly the literacy

Select

[//iaace.com/committee-sign-up/](https://iaace.com/committee-sign-up/)

# iaace Communications Links

Membership Directory

[iaace.com/member-directory/](https://iaace.com/member-directory/)

Platform

[virtual.iaace.com/](https://virtual.iaace.com/)

Blog & Newsletter

[iaace.com/blog/](https://iaace.com/blog/) | [iaace.com/newsletter/](https://iaace.com/newsletter/)

Calendar & Help

[iaace.com/calendar-of-events/](https://iaace.com/calendar-of-events/) | [/help/](https://iaace.com/help/)

Podcast

[iaace.com/podcast/](https://iaace.com/podcast/)

Newsletter Archives

[iaace.com/member-benefits/archive-member-newsletters/](https://iaace.com/member-benefits/archive-member-newsletters/)

## Social Media



@IAACE



@IAACE



IAACE\_Indiana



[youtube.com/@iaacedirector](https://youtube.com/@iaacedirector)

**#IAACE**  
**hashtag**



**WE WANT YOUR  
FEEDBACK!**



*Help shape the future of your membership*



[iaace.com/survey](https://iaace.com/survey)

**SHARE YOUR VOICE**

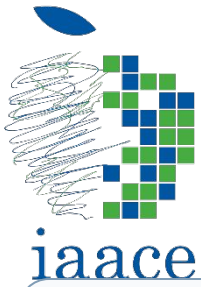
Share your thoughts on benefits, communication, and our strategic plan outcomes



## Any other announcements?

Please use the **Chat** feature or **Raise Hand** to be recognized.

*<TBA>.....comment*



# XII. Adjourn Meeting

Please Use **Chat** for motion.

**<Motion> Adjourn**

*Thanks for participating in the*  
***2026 IAACE/ILA Annual Meeting***

Your Certificate of Participation will arrive by email  
next week

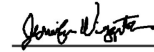


## CERTIFICATE OF ATTENDANCE

This certifies that

\_\_\_\_\_ has completed the IAACE/ILA Professional Development  
IAACE/ILA Annual Meeting

May 15, 2026  
1 hour



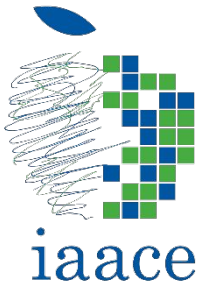
**JENNIFER WIGGINTON**  
Executive Director



# Certificate Delivery

Certificates will be provided to your membership email to those that have put their name in the chat or have signed the attendance sheet in person.

Watch your inbox for your Certificate of Participation



# Comments ... Questions

Please raise hand to be recognized or use chat feature to submit comments and/or questions.

Thank you for attending the Annual Meeting!

***<GMC> Question... or Comment...***

[www.iaace.com/help](http://www.iaace.com/help)