



July 16, 2018 ACE Board Conference Call, 11 a.m. to 1 p.m. EASTERN

Call to Order – ACE President Suzanne Steel

Roll Call

President Suzanne Steel, Past President Steve Miller, President-elect Elizabeth Gregory North, Vice President Doug Edlund, Membership Director Beth Forbes, Marketing Director Dennis Thomas, Retirees Director Janet Rodekohr

Non-voting: Executive Director Holly Young, Treasurer Becky Koch, Development Officer Donna Sheffield, Learning Community Director-elect Lori Greiner, Retiree Director-elect Linda Benedict, Research Director-elect Lulu Rodriguez, Professional Development Director Victor Villegas, Denise Illing and Marlene Byrne, Celtic

Absent: Marketing Director-elect Matt Browning, Professional Development Director-elect Craig Woods, Research Director Lauri Baker, Learning Community Director Mary Wirth, Membership Director-elect Tobie Blanchard, Vice President-elect Jennifer Alexander,

Agenda Review – Suzanne

Approve April and June Board meeting minutes

Steve moved to approve April minutes, Doug second. Approved.

Janet moved to approve June minutes, Dennis second. In the list of nonvoting take the “s” of Byrne. Fix typos under fall board meeting. Approved with corrections.

Financial Report - Becky

Transition with finances are moving smoothly. One clarification – UNHCE payments were divided into four payments and are fully paid.

Steve asked if there is a plan to eventually pay back the investment accounts back (the one used to pay Celtic.) Marlene, our goal is to get everything into the upcoming budget. The goal is to start feeding money back into the endowments. Steve would like to see the possibility of monthly payment back into the endowment funds, particularly the investment account. Conferences, Marlene noted, need to be more of a money maker.

Marlene noted we’ll need better documentation on the name of ACE.

Old business

2018 Conference Update

ACE Booth sign up request

Lori – currently putting the program together and double-checking names. Working very closely with AMS. Remind you that we are doing a community service activity with Literacy Connects, so we’re encouraging members to bring books or make a donation. Also need folks to staff the Expo booth.

Steve – is there a signup sheet for working the booth?

The welcome party is a themed party. There will be a “save the date” for the 2019 ACE conference, along with a promotional video.

New business

Diversity Learning Community Request for Funds to help support the first diversity post-conference session and make a donation. Becky, we did not budget for this, her concern is that we need to talk broadly about donations as a board. Elizabeth moved to approve \$500 to the Diversity Learning Community, second from Doug. Approved.

Transition: Working on opening up the accounts, Holly sent up a BOX for ACE.

Holly reminded the board of the July 31 deadline for summer board reports.

Officer Reports

President: what are the agenda items for the summer board meeting? Let her know. Website as a topic, awards discussion.

President-elect – Co-chairs for the 2019 ACE conference, Maggie Lawrence and Kay Ledbetter. We have confirmed Mark Schaefer as our keynote speaker, and as well, with sponsorship, one of his books at a discounted rate to do an autograph signing. Also looking at other organizations to come in for his presentations, and (normal fee \$15,000 , for us \$5,000) offset our costs. She shared the promo card to be shred at this year’s conference. Elizabeth reached out to Lauri Baker about board’s decision on JAC cards. Plaques are being completed for C&A, AOE’s, etc.

Vice President – Finalizing details for the conference reception.

Past President – no report.

Director reports

Learning Communities – Lori reminded LC chairs about the conference. Did get the sense there is some frustration in getting members to serve. Doug, what may help is a clear set of expectations, a “road map.” While we did a good job of recruiting new members, we probably needed to “hand hold” them a bit more. Marlene suggested committee update email blast to share what they’re doing.

Membership – Beth noted the Membership Committee volunteered to host first-timers reception and organize an evening out for new members.

Marketing – Dennis noted that items have been ordered for the conference as handouts.

Professional Development – Victor facilitated a webinar that’s up on the website. He’s starting to promote the conference through social media.

Research – Lulu received information from JAC about the postcard and will forward to Elizabeth.

Retiree – Janet is pulling together her last newsletter and getting ready for the conference presentation on freelancing.

Development Officer – Donna noted we are gearing up for the auction. The auction will close after breakfast on Tuesday.

Beth reminded the board she'd like to get one more newsletter out before the conference.

Respectfully submitted,

Holly Young, ACE Executive Director