

## CAACE Board Meeting January 2018 – Minutes

### In attendance:

*Mayela Aguirre, Judy Blei, Lawrence Covino, David Downes, Paul Dzialo, Gina Eller, Joseph Ferraiolo, Paul Flinter, LuAnne Gallicchio, Roszena Haskins, Kristin Hempel, Diane Kearney, Kelley Lanahan, Joseph Lawler, Anthony Mangiafico, Reina Marasco, Heather Pelletier, Marcy Reed, Richard Tariff, Angela Thomas Graves, Lori Wyrebek*

1. Larry Covino called the meeting to order with a remembrance of Dr. Tina Jeter. Kelley Lanahan noted service arrangements are pending.
2. **October 2017 Minutes:** Moved by Joe Ferraiolo and seconded by Rich Tariff. Approved as amended by Paul Flinter.
3. **Treasurers Report for October, November and December 2017:** Moved by Heather Pelletier and seconded by Kristin Hempel.
4. **SED Report:** Paul Dzialo asked when state “Report Cards” will be out and Marcy Reed indicated that Sabrina Mancini would be emailing these statements next Tuesday. Paul would like to discuss a more targeted rating system at upcoming Regional meetings. Marcy encouraged Directors to continue to lobby their State Representatives to maintain current budgets; she is unaware of any new recisions or hold backs at this time.
5. **Committee Reports**
  - a. **Conference:** Heather Pelletier thanked the Board for their assistance in soliciting Presenters. Still looking for more Exhibitors, Program Ads and baskets. Roszena Haskins will be soliciting for Proctors. Kelley Lanahan explained the new Eventbrite registration process.
  - b. **Advocacy:** Judy Blei explained this has been a difficult year as the State attempts to re-legislate the budget. She reminded Directors that this is an election year and often times Representatives who will be running make themselves more accessible in pre-election periods. Judy explained that there are number of funding pools that will be deposited into the State “rainy day” fund. How these funds are to be distributed still unclear; but given its bipartisan support, Adult Education could be a “hero” opportunity. Dave Downes encouraged Directors to find out which Representatives will not be running for re-election so CAACE can begin to educate their replacements about the “face of Adult Education”. Glen Peterson (SDE) is scheduled to submit the “fingerprint bill”; Nancy Puglise is named to help him with this. Judy discussed automatic voter registration and suggested this may be something CAACE introduces to statewide Citizenship classes. Larry and Dave will work on this.
  - c. **Membership:** Kelley Lanahan reports almost all memberships paid to date. She would like to explore how we can get additional associate memberships on board.
  - d. **Finance:** No report
  - e. **Nominating:** Reina Marasco noted that six Board members will come up for renewal in June. She asked those who are not planning to return to let her know. She’d also like to know of any retirements as they are announced. Rich Tariff suggested expanding our Board to include affiliates from other community partnerships (Community Colleges, municipalities). Dave Downes will look at other PEP-Grant recipients as potential Board members.
  - f. **Personnel:** No report

6. **Public Comment:** none
7. **Old Business:** Kelley Lanahan reviewed the outcome of the EASTCONN Cooperative Printing survey. Rich Tariff clarified that Adult Education programs who are part of a District that is already part of the EASTCONN cooperative are indeed members. Kelley will contact Sandra Garcia at EASTCONN to get a complete member listing as well as a list of products already on the EASTCONN cooperative sales list.
8. **New Business:** Larry Covino headed a discussion about how to handle the Dr. Tina Jeter Memorial Scholarship. Kelley Lanahan indicated that Hartford Adult Education and the Jeter family would like all donations made to the CAACE Memorial Scholarship fund. Rich Tariff moved to establish the "CAACE Memorial Fund" as a vehicle to accept donations. Joe Ferraiolo seconded and the movement passed. Kelley will develop a section of the CAACE website in memory of Dr. Jeter. She will also develop and delivery donation materials to the memorial services. A discussion was had about the CAACE Sponsor brochure. It will be tabled until Risa Filkoff can attend the next meeting.
9. **Correspondence:** none
10. **Good & Welfare:** none

***Meeting adjourned.***