



NASDAE
National Association of State
Directors of Adult Education

ANNUAL BUSINESS MEETING

November 4, 2021
Conducted Virtually

Minutes

1. Call to Order Alex Harris, Chair

2. Presentation of Minutes 10-23-2020 Sheryl Hart, Immediate Past Chair
The minutes from the previous annual meeting conducted virtually on October 23, 2020 were presented by Sheryl Hart. A motion to accept the minutes was made by Mike King of South Carolina and seconded by Sarah Wheeler of New Hampshire. A vote was conducted electronically following the meeting; the minutes were approved by unanimous vote.

3. Executive Director's Report Patricia Tyler, Executive Director
The Executive Director reported on the past year activities: During the 2020-21 program year, NASDAE published the Adult Education Fact Sheets, one-page documents that summarize the need, funding, and enrollment in adult education for the U.S. and each state. I participated on a work group to contribute to the Barbara Bush Foundation's National Action Plan for Adult Literacy (NAP). We provided informational webinars on State Longitudinal Data Systems and NASDAE's data publication. We partnered with COABE to create the outreach tools for Move Ahead with Adult Ed. We participated on the NGA State Equitable Recovery Coalition, consulting on their Action Labs for ATB and SNAP. We continue to enlist the services of Capitol Hill Partners in order to keep our members and the field informed about legislative developments affecting our programs.

4. FY 2020-21 Financial and Dues Report John Anderson, Secretary-Treasurer

The 2020-21 final budget report was provided. The year concluded \$24,497 under budgeted expenses and the Board of Directors appropriated \$163K to a business reserve account for the organization.

5. FY 2021-22 Proposed Budget

Alex Harris, Chair and
John Anderson, Secretary-Treasurer

The budget includes a contractual payment to Capitol Hill Partners who will provide consultative services for government relations work which includes information on the legislative and appropriations processes. Also included are support for NTI and Leadership Development Training to update the Leadership Excellence Academy, which will be built out to address current needs. The dues assessment has been revised to provide equity across states; each state is assessed at .08% of the federal grant award amount. The four states with the largest federal grants are capped at 75% of this assessment to avoid these states with having to carry a disproportionate portion of NASDAE operating expenses. Included in this year's budget are a new position of Assistant Director and additional support for resources for members.

Heidi Silver-Pacuilla moved to approve the 2019-20 proposed budget. Amanda Harrison seconded the motion. The vote to approve the budget was conducted electronically following the meeting and was unanimous.

6. 2021-22 Organizational Priorities Alex Harris, Chair

The Chair reiterated the Board's desire to be intentional in how NASDAE supports members. Members are encouraged to send colleague questions to the Executive Director to be shared with all and members are welcome to contact the Executive Director or Board members to seek resources. The contract with Capitol Hill Partners will provide resources in the form of up-to-date information on federal legislation and funding, particularly as relevant legislation considered by Congress. The Leadership development project was implemented under the name of the LEAD Institute for Adult Educators. Committees will focus on meeting the training (Adult Education System Support Committee) and informational (Policy and Strategic Partnership Committee) needs of our members and the entire field.

7. Standing Committee Reports

- System Support Committee Mike King, Chair
Sheryl Hart, Co-Chair

The committee has worked to design NTI around member needs, using surveys, previous year evaluations and other requests for suggestions to generate input. The committee focused on the creation Leadership Development training and Informational webinars.

- Policy and Strategic Partnerships Committee Amanda Harrison, Chair
Heidi Silver-Pacuilla, Co-Chair

The committee responded to issues identified by Capitol Hill Partners and members to identify policy issues for research and expanded partnerships, in addition to responding to Information Collection Requests (ICR).