

Santa Monica Regional Consortium for Adult Education Meeting		
4.17.2017	3:30-5:00 PM	SMMUSD – PDLC
Meeting called by	Dione Carter & Ellen Edeburn	
Type of meeting	Consortium Meeting	
Facilitator	Laura Manyweather & Anthony Fuller	
Note taker	Lorena Martin, Lucretia Crawford	
Timekeeper		
Attendees	Lois Bostwick, CRE, Anthony Fuller, Nataly Gonzalez, Marissa Gee, Lynn Harvey, Patricia Hernandez, Luis Jauregui, Lorena Martin, Alexandra Morgan, Cindy Ordaz, Gita Runkle, Olga Saucedo, Deborah Siemer, Cathy Tangum	
Review and Approval of Minutes	Lynn Harvey Alexandra Morgan, 2 <sup>nd</sup> Review and approval of minutes on 6/22/17 (SMRC Retreat)	
Public Comments & Guest Speakers		
3:45-3:50pm	Laura Manyweather & Anthony Fuller	
Discussion	No public comments	
Conclusions		
Action Items	Person Responsible	Deadline
None	N/A	N/A
Consortium Updates		
3:50-4:10pm	Laura Manyweather, Anthony Fuller	
Discussion	Budget report review by Laura and Anthony. Laura reminded group of upcoming 5/12 and 5/13 I-Best training. Faculty, admin and staff invited to attend. Training to take place at SMC. More information coming soon. Laura reminded group of upcoming SMRC Community Partner Event and distributed event invitations. Group asked to personally invite local community members, companies and organizations.	
Conclusions	Group members asked questions regarding upcoming I-Best training and showed interest in attending. Group excited about upcoming SMRC Community Partner Event and agreed to distribute invitations.	
Action Items	Person Responsible	Deadline
I-Best Training Invitation	Laura Manyweather	4/28/17
Group Presentations		
4:10-4:50pm	Laura Manyweather, Anthony Fuller, Group Members	

Discussion	Group review of objective activities and progress updates.	
Conclusions	Members actively participated and gave input regarding progress updates. Laura asked members to forward progress updates to her attention on an ongoing basis.	
Action Items	Person Responsible	Deadline
<b>Wrap UP</b>		
4:50-5:00pm	Laura Manyweather & Anthony Fuller	
Discussion		
	Group members invited to participate in upcoming SMRC Retreat.	
Conclusions	SMRC Retreat dates to be announced soon.	
	-Developing Mission/Vision Statement to be reviewed at a future meeting	
	-2017-2017 Planning to be reviewed at a future meeting	
Action Items	Person Responsible	Deadline
Schedule SMRC Retreat (June 2017)	Dione Carter & Ellen Edeburn	May 15 <sup>th</sup>