

STATE OF NEW HAMPSHIRE

Honorarium or Expense Reimbursement Report (RSA 15-B)



Type or Print all Information Clearly:

Name: Art Ellison Work Phone No. 603-271-6698

Work Address: 21 South Fruit Street, Suite #20, Concord, NH 03301

Office/Appointment/Employment held: Administrator/Bureau of Adult Education

List the full name, post office address, occupation, and principal place of business, if any, of the source of any reportable honorarium or expense reimbursement. When the source is a corporation or other entity, the name and work address of the person representing the corporation or entity in making the honorarium or expense reimbursement must be provided in addition to the name of the corporation or entity.

Source of Honorarium or Expense Reimbursement:

Name of source: First Middle Last

Post Office Address:

Occupation:

Principal Place of Business:

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NEW HAMPSHIRE DEPARTMENT OF STATE

If source is a Corporation or other Entity

Name of Corporation or Entity: National Council of State Directors of Adult Education

Name of Corporate/Entity Representative:

Work Address of Representative: Hall of the States, 444 North Capitol St., NW, Suite 422, Washington, DC 20001

Food and/or beverages consumed pursuant to RSA 15-B:6, II with value over \$25.00

Value of Honorarium: \$709.70 Date Received: 10/12/15 If exact value is unknown, provide an estimate of the value of the gift or honorarium and identify the value as an estimate. Exact Estimate

Value of Expense Reimbursement: Date Received: A copy of the agenda or an equivalent document must be attached to this filing. Exact Estimate

Briefly describe the service or event this Honorarium or Expense Reimbursement relates to: To attend Executive Committee Retreat of National Council of State Directors of Adult Education. Retreat focused on the national policy agenda for adult education in the next two years.

I have read RSA 15-B and hereby swear or affirm that the foregoing information is true and complete to the best of my knowledge and belief.

Signature of Filer

12/11/15 Date Filed

9/07 RSA 15-B:9 Penalty. Any person who knowingly fails to comply with the provisions of this chapter or knowingly files a false report shall be guilty of a misdemeanor. Return to: Secretary of State's Office, State House Room 204, Concord, NH 03301

**National Adult Education Professional Development Consortium, Inc.  
National Council of State Directors of Adult Education**

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Beverly E. Smith, Chair  
Jeff Carter, Executive Director

**2015 Executive Committee Retreat**

Dear NAEPDC Executive Committee Member,

Our annual Executive Committee retreat will be held this year September 21-23 at the Embassy Suites Hotel in Downtown Chicago (<http://www.embassysuiteschicago.com>).

**Schedule:**

Our meeting will begin at 3pm on Monday the 21<sup>st</sup>, run all day Tuesday (8:30am - 4:30pm) and conclude with a half-day on Wednesday, starting again at 8:30am. For travel planning purposes, please be sure to book flights out no earlier than 2pm.

The meetings will include discussion of the following:

- NAEPDC Project Overviews
- Finance Review
- Review of Operations and Recommendations for Improvements
- Plan of Work Review and Revisions
- 2015-16 Budget Review
- NAEPDC and NCSDAE Governance, Including
  - Bylaws Review
  - NCSDAE Incorporation Steps
- Review of NCSDAE Plan of Work for 2015-16

A detailed agenda is forthcoming.

**Travel:**

You are to make your airline reservations and NAEPDC will reimburse you for your flight, taxis, airport parking, meals in transit and other travel expenses. Hotel and meals during our meeting will all be covered by NAEPDC on the master bill. Unless you have indicated that you are unable to attend, you are already booked with a room for the evenings of the 21<sup>st</sup> and the 22<sup>nd</sup>.

Thank you for your work as an NAEPDC Executive Committee member. I look forward to seeing you later this month.



Jeff