

**Board of Directors Meeting**  
**Friday, January 20, 2017**  
**2:00pm – 3:30pm ET (90 minutes)**  
**Minutes**

x	Charles Richardson- Chair
x	Richard Miller– Vice Chair
x	Jay Antle- Secretary
x	KyuJung Whang -Treasurer
x	Kim Smith
x	Ben Champion

x	Sally Grans Korsh
A	Jon Jensen
x	Cindy Klein-Banai
x	Ann Erhardt
x	Trina Innes

**Management & Guests**

x	Meghan Fay Zahniser (Executive Director)


**1. Call to order– 3-5 minutes**

Called to order at 13:05.

**2. Welcome new Board Members – 10 min**

Each Board member introduced themselves followed by new members.

**3. Consent Agenda – 3 minutes**

November 2016 –Board Meeting Minutes. Motion to approve, Sally Grans-Korsh, Second, Kim S. Motion carried.

December 2016 – Executive Committee minutes. Motion to approve, Rich, Second, Jay. Motion carried.

Today's (January 20, 2017) Board Meeting Agenda (attached)

**4. Executive Director/Organizational Update – 20 minutes with Q & A**

- a. Organizational updates (2016 Accomplishments Recap)
- b. Year-end financial review (Staffing updates, Stabilization of membership numbers (particularly on retention, IT Upgrades)
- c. 2017 work plan (Partnerships, New website, Assn' management system, New Strategic Plan, Member services identified by member surveys)
- d. Board Retreat Overview (Will be held in March 8-11, 2017 in Philadelphia)

Discussion: Some discussion of scarcity vs investment moving forward in terms of expenditures (based on 2016 financial report with a healthy surplus). Will pick this discussion up at retreat. Some discussion of the impact of national political atmosphere on outside funding and a potential need for more advocacy. Questions about forecasting estimates of membership and conference income. AMS is expected to give staff a better handle on these

questions. Staff will work on business recruitment (and improving value for businesses to join AASHE in 2017).

## **5. Ongoing Board Business – 40 minutes**

- a. Discuss Board Appointments. Sally Grans-Korsh summarized last few months of activity on board appointments. The Ad Hoc Elections group (which will merge with Governance in 2017) set out a timetable for skillsets and elicit potential candidates. Sally calls for a longer discussion of the process of both elected and appointed Board positions at the March retreat. The nominations of three individuals have been brought forward. Time was given for any other names to be entered. None were. Sally then introduced the three nominees: Ben Jarrett, Monica Dean, Amir Muhammadi. The justification for appointments is to fill in skill gaps not covered by elected members. Some concerns expressed about appearances if a corporate person is chosen, particularly one that had given funds to AASHE. Ballots will be sent out with candidate required to receive a majority of the votes in order to be added. Thus we could have anywhere from zero to two members added to the Board by this appointment process.
- b. Committee & Advisory Council Assignments. This will be handled in Governance based on brief conversation?

## **6. Chair's Report and Wrap Up – 15 minutes**

Chair Richardson discussed having an open, more informal leadership style.

Meeting adjourned at 14:25.