



## AASHE Board of Directors Meeting Teleconference

Friday, November 18, 2016  
14:00 – 15:30 EDT

### Approved Meeting Minutes

**Attendance (X – present; R – regrets; A - absent):**

**Board**

X	Fahmida Ahmed - Chair
X	Charles Richardson – Vice Chair
X	Trina Innes - Secretary
X	Jon Jensen - Treasurer
X	Jay Antle
X	Ben Champion

X	Sally Grans Korsh
A	Richard Miller
X	Kim Smith
R	KyuJung Whang

**Management & Guests**

x	Meghan Fay Zahniser (Executive Director)

x	Margueritte Williams

**1. Call to Order**

- Welcome, Determination of Quorum – Quorum met

**2. Consent Agenda**

- August 26, 2016 Board Meeting Minutes
- October 8, 2016 Board Meeting Minutes
- September 2016 Executive Committee Meeting Minutes
- November 2016 Executive Committee Meeting Minutes
- Today’s Board Meeting Agenda

**MOTION: Move to Accept the Consent Agenda**

Moved by: Fahmida

Seconded by: Kim

Motion Carried at 14:04

### 3. Executive Director - Organizational Update

- 2017 Budget Presentation
  - Board concerned about ED not having an assistant – want that in a future budget
  - Staff compensation review
  - ED compensation discussion
- Conference Recap – Statistics and Financial Overview
- Project Updates
  - Sustainable Campus Index released last month
  - Reviewing calls for webinars
  - New website status
  - New AMS implementation status
- Partnerships
  - Update on meetings with various organizations
- 2017 Budget Discussion
  - Question about employee bonuses
  - Jon made his comments about the 2017 budget
  - Kim recognized Jon’s contributions as treasurer
  - Ben mentioned concern in sustainability community over current political climate, does this effect budget? Future actions?

**MOTION: Approve 2017 Budget**

Moved by: Jon

Q&A on what version of budget is being approved

**Amended Motion: Move Budget Surplus to Compensation**

Moved by: Ben

Seconded by: Jay

Motion Carried at 14:43

- Need board Conflict of Interest forms turned in

### 4. Ongoing Business

- Committee Updates
  - Elections Task Force Update – Sally

**MOTION: Approve Two Member Elected Board Members**

Moved by: Sally

Seconded by: Jay

Motion Carried at 14:48

- How many positions should board fill?

**MOTION: Board To Nominate Up to Two New Board Members for 2017**

Moved by: Fahmida

Seconded by: Sally

Motion Carried at 14:56

- Vote to be done electronically by December 21<sup>st</sup>.
- Overview of Whistleblower Policy

**MOTION: Approve Whistleblower Policy**

Moved by: Fahmida

Seconded by: Charles and Jon

Motion Carried at 15:03

**MOTION: Treasurer Signatory Authority - Transfer from Jon to Kyu Starting January 2017**

Moved by: Fahmida

Seconded by: Jon

Motion Carried at 15:04

- Governance Committee and 2016 Action Plan – Charles
- Finance and Audit Committees - Jon
  - New audit firm for 2016 YE audit
- Advisory Council – Meghan
  - List in board packet

**MOTION: Approval of Staff Recommendations for 2017 Advisory Council**

Moved by: Charles

Seconded by: Kim

Motion Carried at 15:11

**5. Chair's Report & Wrap Up – 15:12**

- Kim recognized Fahmida's work as Chair
- Last board meeting of 2016 – Welcome Executive Committee 2017
- Board Orientation 2017
- Board 2017 Calendar
- Can anything be improved upon, processes, etc, moving forward?
  - Need to ask rest of board if they have something to add to meeting agenda
  - Requested regularly scheduled meetings
- Have adequate resources? – let Meghan know answer
- Asked Meghan to congratulate staff

**6. Executive Session – 15:19**

**7. Adjourned**