



AASHE Board of Directors Meeting
Teleconference

Friday, November 20, 2015
11:00 a.m. – 12:30 pm PST

DRAFT Meeting Minutes

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

Board

	Adam Steinman
	Charles Richardson
X	Ciannat Howett
X	Fahmida Ahmed (Chair)
	Jacqueline Johnson (Past Chair, Ex-Officio)
X	Jon Jensen (Treasurer)
X	Kim Smith

X	Kyu Whang
	Richard Miller
X	Ruth Johnston
X	Sally Grans Korsh
X	Stephen Mulkey (Vice Chair)
X	Trina Innes (Secretary)

Management & Guests

X	Meghan Fay Zahniser (Executive Director)
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X	Allison Jones
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1. Call to order– 5 minutes

- a. Welcome, Determination of Quorum
 - Quorum achieved at 9 members, 11:06 pm

2. Consent Agenda – 5 minutes

- a. Oct 2015 – Conference Board Meeting Minutes (PDF attachment)
- b. Nov 2015 - Executive Committee Meeting Minutes (attachment)
- c. Today’s (Nov 20, 2015) Board Meeting Agenda (attachment)
 - COP 21 letter, board meeting minutes added to Ongoing Board Business

MOTION: Move to accept the consent agenda.

Moved by: Ahmed
Seconded by Johnston

Motion carried

3. Executive Director Update – 40 minutes with Q & A

- a. 2016 Budget
 - Negotiating with Princeton and Sierra, but concerns raised about the transparency of the use of AASHE data, inconsistency of their results, and the reputational risk for AASHE.

MOTION: Move to approve the budget as presented.

Moved by: Jensen

Motion carried

Seconded by Grans Korsh

- More detailed project information is in development.
 - Increased response to AASHE conference evaluation over last year.
 - Conference planner job description to be posted soon.
 - Voting for new Board positions is under way and should be able to announce new board members at the end of the year.
- b. Updates – Membership, Partnerships, Programs and Services (attached PPT)
- c. Advisory Council –value proposition - request for board endorsement (attached PPT)
- Suggestion to include research and best practices
 - Case for membership in AASHE is largely linked to STARS; likely need to give consideration to inclusion of this benchmarking tool.
 - May be value in adding range of AASHE services.
 - This is a living document that may change over time.

MOTION: Move to affirm the value proposition as presented.

Moved by: Jensen

Motion carried

Seconded by Grans Korsh

- d. Update on 2016 conference theme
- Conference theme is more of a marketing tool and way of encouraging content versus directing content
 - Working to address concerns over Canadian Thanksgiving and Yom Kippur.

4. Ongoing Board Business – 25 minutes

- a. Governance Committee - Board Orientation for 2016
- In manual emphasize the board giving.
 - Kim and Sally to be looped in as a second-eye for potential gaps in the material
 - Mentor/mentee relationship not required; chair can provide support to new members
- b. Nominations Task Force - Member elections update (2 matrices – attachments)
- 14 candidates on the slate; 2 will be elected. We may want to add an additional member or two to fill out gaps.
 - Need to streamline the approach for next year to make sure candidates that come forward are quality board members.
- c. COP 21 (draft sent via separate attachment)
- Develop a more positive opening and find formal form of letter delivery

MOTION: Move to formally sign the letter with amendments discussed.

Moved by: Smith

Abstention: Grans Korsh

Seconded by Ahmed

Motion carried

d. Board Minutes

- Need to balance details versus brevity, accountability and transparency related to deliberation/discussion.
- Missing / new board members need to be able to understand past activities.
- Decisions/outcomes need to be documented; template may be useful.
- Note-taking to be moved to staff in future.

MOTION: Move to have minutes reflect general discussion issues and that are most specific on actionable items.

Moved by: Grans Korsh

Motion carried

Seconded by Jensen/Johnston

5. Chair's Report & Wrap up – 10 minutes

- a. Thanks for Conference 2015, March 2016 Retreat
- Retreat will be in California

MOTION: Move to have retreat at Stanford.

Moved by: Ahmed

Abstention: Johnston

Seconded by Mulkey

Motion carried

- b. Executive Committee update -Board Calendar (attachment)
- Looking to reduce the number of board meetings

6. Adjourn

- Adjourned 12:30 pm PT.