



AASHE Board of Directors Meeting

Friday, February 9, 2018
16:00 – 17:30 ET

Meeting Minutes

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

Board

x	Richard Miller – Chair
x	Trina Innes – Vice Chair
R	Ben Champion - Secretary
x	KyuJung Whang- Treasurer
x	Jay Antle
x	Guilbert Brown
x	Monica Dean
x	Cathy Dove

x	Ann Erhardt
x	Jenny Hirsch
x	Ben Jarrett
x	Cindy Klein-Banai
x	David Phillips
x	Charles Richardson
x	Meghna Tare

Management & Guests

x	Meghan Fay Zahniser (Executive Director)

x	Margueritte Williams (Staff Accountant)

1. Call to Order

- Determination of Quorum – Quorum Met

2. Opening Round

- Welcome & Introductions
 - Five new board members
 - Go around for each board member to share brief info about themselves
 - Meghan and Margueritte shared brief info about themselves

3. Consent Agenda

- December 2017 Board Meeting Minutes
- January 2018 Executive Committee Minutes
- Today's Meeting Agenda

MOTION: Motion to Approve Consent Agenda

Moved by: Jay Antle

Seconded by: Monica Dean

Motion Carried

4. Organizational Update

- Executive Director Report – PowerPoint shown that was also in meeting packet
 - 2017 Annual Report released
 - 2017 ended with surplus
 - Budgeted for 18 staff this year, two new positions
 - Working on online community to be launched in March
 - STARS website and tools revamp this year
 - Review of new Strategic Plan
 - 2018 conference exhibitors – have 15 so far even after delay of site location
 - Membership revenue will be reviewed this year
 - STARS data sharing process reviewed
 - Upcoming webinars and workshops
 - Partnerships
 - New awards program being developed
 - Next Friday is deadline for conference call for proposals
 - October board meeting is still day before conference at conference site
 - Board retreat specs

- Comments and Questions About New Award Program Request for Decision
 - Be transparent
 - Request this be operational instead of board activity
 - Clarification of what this “task force” is for
 - AASHE Advisory Council determines who gets other awards
 - Name of award not decided yet
 - This was proposed from Advisory Council recently. Application for awards is in February and decision in summer.
 - There is a word doc about this request for decision in meeting packet with link to proposal
 - Decision to take this to Executive Committee to hash out more, further discussion at retreat

5. Ongoing Board Business

- Committee Updates
 - Governance
 - Request for Decision – Confirming the 2018 Board standing committees and Board liaison roles

MOTION: Confirm the 2018 Board Standing Committees and Board Liaison Roles

Moved by: Trina

Motion Carried

- Finance
 - Working with outside auditor to complete audit and filings for last year
 - Surplus does not include penalty for pulling this year's conference out of St Louis, AASHE just received invoice for that this month
 - Cash balances doing well and meet reserve policy
 - There will be future discussion about if the current reserve requirement is the appropriate amount

- Project Bold
 - Executive committee discussion has happened, not much progress so far
 - Make it a main item on retreat agenda and work with consultant on it
 - Need scope and RFP
 - Review of what project is about

6. Closing Round

- Chair's Report
 - Mentioned UC3 Coalition which was just formed
 - Overview of retreat location
- Questions
 - None

7. Adjournment – 15:27