



AASHE Board of Directors Meeting

Friday, February 22, 2019
2:00 – 3:30 PM EST

Approved Meeting Minutes

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

Board

x	Richard Miller – Chair
x	Ann Erhardt – Vice Chair
x	Cindy Klein-Banai - Secretary
x	David Phillips - Treasurer
x	Jay Antle
x	Guilbert Brown

x	Monica Dean
x	Cathy Dove
x	Jenny Hirsch
A	Charles Richardson
x	Meghna Tare
x	Kyujung Whang

Management & Guests

x	Meghan Fay Zahniser (Executive Director)

x	Margueritte Williams (Accounting & Payroll Manager)

1. Call to Order

- Determination of Quorum – 2:06 PM

2. Consent Agenda

- November 2018 Board Meeting Minutes
- Today’s Board Meeting Agenda - (see meeting packet)

<p>MOTION: Motion to Approve Consent Agenda</p> <p>Moved by: Rich</p> <p>Seconded by: Anne</p>	<p>Motion Carried 2:07 PM</p>
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3. Organizational Update

- Congratulated Meghna on RCE
- Jessica Chase has resigned and Kimberly Smith will take on expanded role of overseeing Membership & Marketing, as well as Conference & Events. Kimberly will be hiring a Conference & Events Manager. Kimberly has been an executive director in the past, has years of association experience.
- Executive Director Report
 - Reviewed 4th Quarter 2018 Report – ended the year very well
 - Reviewed Strategic Plan Progress Report
 - Piloting curated tracks at the conference, conference and workshops planning in process
 - STARS Benchmarking Tool has been launched
 - STARS 2.2 to try and align with SDGs
 - Meghna, Jenny, and Ann to discuss STARS and SDGs
 - AASHE to send letters of appreciation to volunteers
 - Review of how AASHE determines support for external advocacy organizations to be discussed at Executive Committee meeting.
 - Fundraising research has begun. Developing a fundraising strategy with help of a consultant. Meghan has been reaching out to some organizations.
 - Conversation about the word “global” being in Goal 3 and what AASHE is doing globally.
 - Meghan was appreciated by Cathy

4. Ongoing Board Business

- Review of Retreat Agenda – March 2019 Board Retreat
 - What are priorities to discuss at meeting
 - Partnerships
 - SDG & RCEs – ideas for collaboration
 - Looking at bigger picture of STARS & SDGs
 - Open space format, two topics at once
 - AASHE participation with UN
 - Fundraising
 - Business community value proposition
 - DEI
 - Collaborations with other higher education professional associations
 - Business models for AASHE, leverage STARS, etc
 - Multiyear financial forecast
 - Business roundtable
 - Curated conference tracks to create value for exhibitors
 - David has recommendations on how to engage businesses
 - Kyu and his team appreciated for time they have put in planning retreat at Princeton
 - More info later on agenda timeline after consulting with facilitator and more logistics decisions made
- Review Committee Assignments
 - Assignment info in packet
 - STARS Committee is rather time consuming, Cindy needs help to split the load
- Committee Updates
 - Finance
 - David is coming up to speed on how AASHE reports financials

- Audit
 - Timing was accelerated by auditor this year – draft has been issued, clean audit, meeting scheduled for committee to review info with auditors before being finalized

5. Closing Round

- Meghan spoke about her travels and how they are a good use of AASHE's time and resources - member recruitment, new STARS members, etc
- Other AASHE staff and board members represent AASHE at conference as well
- Looking to create new partnerships, going to new conferences to network for opportunities, new audiences, exposure to new businesses
- Rich congratulated Meghan on speaking trip at Tulsa, OK.

6. Adjournment – 3:27 PM