



## AASHE Board of Directors Meeting

Saturday, March 23, 2019  
Princeton University Board Retreat  
approximately 10:30am– 11:30am ET

### Approved Meeting Minutes

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

**Board**

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

x	Meghna Tare
x	Jenny Hirsch
x	Charles Richardson
x	KyuJung Whang

**Management & Guests**

x	Meghan Fay Zahniser (Executive Director)
x	Allison Jones (Director of Finance & Admin)
x	Julian Dautremont (Director of Programs)
x	Kimberly Smith (Director of Conference & Events)
x	Dallase Scott (GreenerU)
x	Julie Weeks (GreenerU)

- **Call to Order**
  - Determination of Quorum – Quorum Met – 11 in attendance at time of call to order
- **Consent Agenda**
  - February 22, 2019 Board Meeting Minutes (see retreat packet)
  - March 1, 2019 Executive Committee Meeting Minutes (see retreat packet)

**MOTION: Motion to Approve Consent Agenda**  
Motion Carried

- **Organizational Updates**
  - DEI and board structure
  - Conference and networking facilitation - would like to discuss further the value we bring all members with the AASHE conference and if we can do a better job supporting networking outside of the conference.
  - We have an opportunity to better market our online resources to campuses and students resources to campuses and students
  - Have decided to support sustainability professionals
  - Looking for student professional development support
  - Don't want to duplicate the work being done by other organizations focusing more on student empowerment
  - Discussed using Higher Logic online community to replace Basecamp for board communications and reference document storage.
  - Basecamp is currently impenetrable
  - Want only very important information to be posted in Basecamp
  - Meghan will follow up with execs about how best to use Basecamp and if/when the board will be moved to Higher Logic online community in the coming months.
  - How are we doing with our Allies?
    - We have regular calls but they are inconsistent due to busy schedules and the conversations are not always focused on partnerships
    - There is less discontent with members than before in regards to our partnerships and AASHE not doing enough
    - The conference is crucial for face-to-face connections and networking for our members
    - The conference is currently not valuable for all of our constituents
  - Fundraising -
    - Meghan will send the list of the 13 foundations we are targeting for fundraising – along with context and contacts where possible
  - AASHE is continuing to try to facilitate networking between all types of sustainability professionals and member schools
- **Ongoing Board Business - Committee Updates**
  - **Finance:**
    - Generally feeling positives with the reserves
    - Can consider using funds to contract help for business engagement
    - Not the best timing - would like to develop a plan first
    - Contractor will be a capacity builder and a resource for Kimberly to utilize
    - Board should provide recommendations for contractors where they have the connections
    - Need to develop a timetable for this process
    - Consider how hiring effects other consultant hiring processes in the future - (i.e. the potential to hire a DEI consultant)
  - **Governance:**
    - Moving forward with the advocacy next steps per discussion earlier today
    - Looking forward to board members joining the STARS Steering Committee
    - Working through some administrative stuff
    - Discussing elections on next governance call then will bring discussion to full Only have 12 members currently (board members) – 17 is the maximum
  - **Audit**
    - Clean audit!
    - Reminder that the board has an ongoing responsibility to the audit process

- **Adjournment – approximately 11:30am EST**