



AASHE Board of Directors Meeting

Friday, May 17, 2019
14:00 – 15:30 ET

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

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

Management & Guests

X	Meghan Fay Zahniser (Executive Director)

X	Margueritte Williams (Acct & Payroll Mgr)

1. Call to Order

- Determination of Quorum (7 Board) – Quorum Met 14:05 ET

2. Consent Agenda – Sent in Meeting Packet

- March 2019 Board Meeting Minutes
- Governance Committee Minutes
- Today’s Board Meeting Agenda

MOTION: Motion to Approve Consent Agenda

Moved by: Cindy

Seconded by: David

Motion Carried: 14:07

3. Ongoing Board Business

- Committee Updates
 - Finance – David - Nothing of concern or note. Main difference in Conference BvA is timing of when expenses actually occurred versus timing in budget.
 - Grant that was applied for was denied. This was not budgeted for anyway.
 - Audit – David - No report.
 - Governance - Ann
 - Officer Elections – change in Chair on July 1, Ann to become Chair - proposal to leave Vice Chair position vacant for remainder of 2019. Rich to shift to “Past Chair” and continue to serve on Executive Committee.
 - Conversation about Election Task Force, workload for Ann.

MOTION: Motion to Approve Governance Committee Proposal
--

Moved by: Gil

Seconded by: Ann

Motion Carried: 14:24

- Advocacy – Proposal defining advocacy at AASHE and what it means for as a 501(c)(3) org. It is part of Goal 3 in the Strategic Plan. Need a more detailed process to decide what to advocate for and how – steps for inclusion of Board in decisions.
 - What is definition of advocacy based on a previous discussion. Some things that seem non-controversial to some are controversial to others. Nature of communications. Educate around advocacy issues or have a statement? Why advocate at all?
 - Educational statement based on science, not politics.
 - Advocacy has come up many times in member survey, some members want AASHE do more advocacy (importance of sustainability in higher education, etc).
 - Value in supporting partner organizations
 - This is a process, not a policy
 - Should we do this at all? Part of Strategic Plan, so take advocacy out next time?
 - Need another conversation about position stand vs education statement?

MOTION: Motion to Approve Advocacy Process Proposal (with one amendment)

Moved by: Ann

Seconded by: Gil

Motion Carried: 14:53

- Treasurer Term – Is one year right now.
 - Make it a two year term in bylaws?
 - Logistics for Finance & Admin
 - Nothing precludes someone from running again.
 - No reason to change bylaws.

4. Organizational Update – 15:00

- Executive Director Report - Meghan
 - Q1 2019 Report
 - Membership Dashboard
 - Financial comparisons for each department

- Financials from last quarter
- Current Priorities & Strategic Plan Progress
 - 2019 Business Wins
 - Business Member Engagement Update
 - Fundraising Update
 - Didn't get one grant, working on proposal for another, had conversations with grant orgs
 - Not budgeted for this year because of uncertainty
 - Using a consultant right now, go solo in future?
 - Diversity, Equity, and Inclusion Update
 - Advisory Council has DEI committee
 - Educating internally with DEI training for staff
 - Technology
 - Using auditing firm, EisnerAmper, for an IT audit
 - Security
 - Systems Used / Needed
 - Staff Used / Needed
 - Other Key Updates
 - About to interview for Conference & Events Manager position
 - STARS 2.2 launching in June
 - Three workshops in June
 - Conference registration is live

5. Closing Round

- Questions and Wrap-Up
 - Fundraising - Looking for unrestricted funds or money for specific initiatives?
 - Who was Platinum sponsor for conference? - Interface

6. Adjournment – 15:27