



AASHE Board of Directors Meeting

Date: Wednesday, August 28, 2019

Time: 2 PM to 3:30 PM ET

Approved Meeting Minutes

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

Board

X	Ann Erhardt – Chair
X	Cindy Klein-Banai - Secretary
X	David Phillips - Treasurer
X	Jay Antle
X	Guilbert Brown
X	Monica Dean

R	Cathy Dove
X	Jenny Hirsch
X	Rich Miller
X	Charles Richardson
X	Meghna Tare
X	Kyujung Whang

Management & Guests

X	Meghan Fay Zahniser (Executive Director)

X	Margueritte Williams (Acct & Payroll Mgr)

1. Call to Order

- Determination of Quorum – Quorum met at 14:10.

2. Consent Agenda

- May 2019 Board Meeting Minutes
- April 2019 Executive Committee Minutes
- Today's Board Meeting Agenda

<p>MOTION: Motion to Approve Consent Agenda</p> <p>Moved by: Gil</p> <p>Seconded by: Cindy</p>	<p>Motion Carried</p>
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3. Ongoing Board Business

- Committee Updates
 - Finance – Given by David after he joined call around 15:00.
 - Pretty significant differences from January to June from the budget. A lot of it timing of budget vs actual. Still forecasting a balanced budget – Allison put a spreadsheet together of actuals up until June and projections for rest of the year. Planning on reduction in revenue and expenses for conference. Not planning to dip into reserves.
 - Will give draft budget to board on October 14th to vote on at October 26th board meeting at conference.
 - Governance
 - Overview of Upcoming Elections
 - a. There was a change of Chair over the summer – Rich to Ann. Ann and Meghan had a meeting over the summer with the “changing of the guard”.
 - b. Need to think about upcoming non-officer vacancies (3) and how many positions to fill. Call for applications going out in September. Need to talk about it all at October meeting and have elections in November. Think about any skill set that would be a good addition to the board. Diversity of the board itself (diversity and equity). Need to update skill sets matrix and send to board.
 - Officer Elections
 - a. Cindy and Jay are running for Vice-Chair; David for Treasurer. Whomever is not selected as Vice-Chair will serve as Secretary.
 - b. Ballot will go out tomorrow and then will have a couple of weeks to vote.
 - Officer Candidate Remarks
 - a. Info from candidates was in meeting packet – each one was given a chance to speak on why they should be elected to the position they wish to fill.
 - Question from Kyu - If a board member has only one year left in term and is elected to a two year position does that extend their term / can they be elected to two year term? Discussion about how it has happened in the past. Bylaws try to be flexible.
 - Possible that Jay’s term is incorrect on website, need to research.
 - Nothing else to report, committee hasn’t met in a while.

4. Organizational Update and Q&A

- Executive Director Report
 - Meghan and Gil are at a meeting with Second Nature and Intentional Endowments about the future of this sector in Washington DC. It’s been an interesting day (going on without them while they are on the call). Big picture brainstorming, potential for our movement and how to address them.
 - Q2 2019 Report
 - Membership revenue is well ahead of Q2 2018 revenue and is tracking ahead of budget. Hosting a corporate round table at Conference about how to enhance sustainability in HE and corporate. Progress continues on building relationships with businesses. New Leader level has been helpful.
 - Trying to improve presentation of data without being overwhelming.
 - Need to plan STARS Subscription timing to make sure it spreads throughout the year and not just beginning and end of year. Subscriptions have started lining up with Sierra and Princeton review deadline.

- Soft launch of STARS 2.2 this week. Aligning with SDGs. Hard launch in October.
- Sustainability Campus Index, based off STARS data, came out this week.
- Jenny suggested RCEs assist with report that reflects impact of SDGs on STARS.
- Conference Exhibitor and Sponsorship Revenue looks on track with budget.
- Have lost support from some corporate sponsors when our contact with those corporations has left the organization.
- A little behind in conference registration numbers right now. Spokane is a little far for some people to travel (cost and carbon). Researching live streaming in the future to reduce carbon footprint.
- Didn't fill Conference & Events Manager position, will be reposting and filling after conference. Trying to find a contractor for interim to help Kimberly, who is doing a great job holding it all together and managing membership as well.
- Questions
 - a. Cindy - Where is conference next year? – Not finalized yet.
 - b. Kyu - Who are two new leader level business members? - Will have to ask Noah.
 - c. Cindy - What live streaming models are being looked at? – Meghan - Looking at different models for that and what we can afford but also have impact. Live streaming option to be announced much later in registration process. Jay – How do we know a large group of members want this? Meghan - Customer service feedback. May want to engage advisory council on this. Most likely a phased approach. Gil – This morning they talked about regional conference series. Would require a financial analysis and plan it years in advance. Potential way to grow the organization to make regional more accessible.
- Current Priorities & Strategic Plan Progress
 - Business Engagement Update
 - a. Noah has been doing a great job but still need to increase value for businesses. Kimberly has also been doing good work.
- October 2019 Board Meeting Agenda
 - Ann and Meghan are working on draft. Meghan wants to think through a process to update strategic plan, representation on the board, equity and justice for future work.

5. Chair Update

- Board Retreat 2020 – East Lansing, MI. Will be in April but which three days are not finalized.

6. Closing Round

- Questions & Wrap Up – Nothing else.

7. Adjournment – 15:15

- Ann moved to adjourn and Jay seconded.