



Board of Directors Meeting

Date: May 15, 2020
Time: 2 PM – 3:30 PM ET

Approved Meeting Minutes

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

Board

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

x	Jenny Hirsch
x	Audrey Jamal
x	Rich Miller
x	Srinivasan Raghavan
x	Meghna Tare
x	Ashwani Vasishth

Management & Guests

x	Meghan Fay Zahniser (Executive Director)
x	Kimberly Smith (Director of Marketing, Meetings, and Membership)

x	Margueritte Williams (Accounting & Payroll Manager)

- **Call to Order**
 - Opening Round - How folks are doing? What is going on in their part of the world?
 - Determination of Quorum – Met

- **Consent Agenda**
 - April 7, 2020 Board Meeting Minutes (see meeting packet)
 - April 17, 2020 Executive Committee minutes (see meeting packet)
 - Today’s Board Meeting Agenda

MOTION: Motion to Approve Consent Agenda

Moved by: Rich

Seconded by: Audrey

List of Those Who Dissented: None

Motion Approved 14:33

- **Executive Director Update**

- 2020 1st Quarter Report (presentation in packet) - Meghan
 - A lot of STARS renewals for 2020 paid with discount offered at end of 2019 before prices went up.
 - Business membership is up because of staff efforts to increase this category
 - Received money from Paycheck Protection Program
 - Implemented 90-day grace period on memberships
 - Extension of STARS ratings and subscription expiration deadlines
- Updated Financial Projections - Meghan
 - COVID-19 has and will continue to impact AASHE
 - Had to cancel summer workshops
 - Discussion on why they didn't go virtual
 - Will update projections monthly to try and forecast the reductions in revenue
 - Reduction of budgeted expenses
- Conference Update - Kimberly
 - Will be virtual this year
 - Planning on having 5k people attend – global conference
 - Had to completely redo everything and think about it in a different way
 - Focus on content and networking
 - Will be live Oct 20 – 22nd, attendees will have access to content on demand for 30 days afterwards
 - Three keynotes a day
 - Content in four different time zones
 - Ways to connect with speakers and exhibitors as well as each other
 - New abstract submissions in the fall for emerging issues – live, semi-live, on-demand
 - Will need to train some presenters on the technology involved
 - Submissions sent before change are still being reviewed
- Racial Equity & Social Justice Progress - Meghan
 - Appreciation for task force
 - Still scratching the surface, realized it will take longer to center RESJ at AASHE than originally planned
 - Consultants will work with staff in June during retreat (virtual) – learning and development
 - Refresh the strategic plan
 - Will see how RESJ should be in budget for next year

- **Committee Updates**

- Finance & Audit - David
 - Feedback from board on forecasted reductions (info in packet)?
 - Smaller schools will be more challenged to pay for membership
 - Offer to waive 50% of membership – may have hard time getting them to pay full price next year. Call it a bridge reduction?

- Trial membership at 50%?
 - 2019 audit is complete and all filed
- 2021 Board Member Recruitment Task Force – Meghan
 - Anyone can run
 - Decide officers, then how many vacancies to fill for rest of board
 - Ann will be asking if expiring board members want to renew
- **Closing Round**
 - Ashwani thanks everyone for being part of the group.
 - Jenny agreed. Competent and inspiring work.

MOTION: Motion to Adjourn

Moved by: Cindy

Seconded by: Audrey

List of Those Who Dissented or Abstained: None

Motion Approved 15:31

The next regularly scheduled full board meeting is: August 21, 2020