

**AEE Board of Directors  
MINUTES**

<b>Name Committee/Meeting:</b> Conference Call <b>Chairperson/Facilitator:</b> Laurie Frank <b>Recorder:</b> Jennifer Payne	<b>Date:</b> March 25
<b>In attendance:</b> Laurie Frank (LF), Mike King (MK), Maurie Lung (DML), Tom Lindblade (TL), Steve Pace (SP), Jennifer Payne (JP), Rob Rubendall (RR), Bob Stremba (BS), MaryPat Sullivan (MPS), Pat Hammond – exificio (PH)	
<b>Absent:</b> Jess Barrie (JB), Andrew Bobilya (AB)	

Topic	Discussion/Outcome	Action/Follow up
<b>ANNOUNCEMENTS</b>	~Possible REI sponsorship for annual conference. ~Great symposium this past weekend in NM. Lots of good energy, 70 people attended. ~National Association of Independent Schools conference went from 3,000 to 6,000 people this year.	
<b>ASSURANCE OF SUCCESSFUL CEO PERFORMANCE</b>	<b>ASSURANCE OF SUCCESSFUL CEO PERFORMANCE</b>	<b>ASSURANCE OF SUCCESSFUL CEO PERFORMANCE</b>
EL Monitoring		
New baselines	<p>Proposal (see below) was circulated to all board members. Walked through the proposal. All based on new Ends.</p> <p><b>May 2008:</b> PH gives progress report on 2007 operational plan for FY 08-09 (current ends)</p> <p><b>June – November 2008:</b> New Ends are created and adopted by board</p> <p><b>December 2008 Ends monitoring:</b> PH interprets new ends for December monitoring report, and what indicates compliance when the end is fully realized (3 – 5 years). This will include definitions of key words and phrases</p> <p><b>January – May 2009:</b> PH and staff create strategic operational plan. This plan is the working document for the staff and is not shared with the board in its entirety. Pat will define what the benchmarks are for the next year that indicate compliance.</p> <p><b>May 2009 Ends monitoring:</b> PH will roll out the benchmarks</p> <p><b>December 2009 Ends monitoring:</b> Progress report on benchmarks in monitoring report</p>	EVERYONE is to mull over the proposal. Will review on next conference call and see if this is what we want to do.

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	<p><b>May 2010 Ends monitoring:</b> First Compliance check with updated benchmarks for the following year</p> <p><b>Subsequent monitoring:</b> December – progress on yearly benchmarks with reminder of fully realized ends interpretation. May: compliance report on yearly benchmarks with reminder of fully realized ends interpretation.</p>	
GP Monitoring		
GP-1	Not everyone agreed that we were in compliance. Comments all alluded to that fact that we are making progress and recognizing concerns along the way.	<i>(BS) made a motion that was seconded by (TL) to accept the GP-1 monitoring report. The motion passed.</i>
GP-2	Comments noted that we have not done a holistic board evaluation in a while; an evaluation to include the ground rules, procedure manual, etc.* It was noted that sub-policies a-f no longer relate to GP-2.2. These pieces should be put in the monitoring section of the procedure manual. As we were deciding this was a shared issue, upon reviewing the Procedures Manual it was discovered these pieces were already in the manual.**	<p>* (JP) will include on the June agenda an overall evaluation of all board processes and documents.</p> <p>** (JP) will delete sub-policies a-f in the Policy Register.</p> <p><i>(RR) made a motion that was seconded (DML) to accept the GP-2 monitoring report. The motion passed.</i></p>
GP-7	No comments, controversies, or concerns were raised with this monitoring report.	<i>(TL) made a motion that was seconded by (RR) seconded to accept the GP-7 monitoring report report. The motion passed</i>
GP-8	(SP) apologized for accidentally leaving out GP-8.3. Reviewed this sub-policy. No controversies. It was noted that committees could have a better charge when we set them off to do some small group work.	<i>(BS) made a motion that was seconded by (RR) to accept the GP-8 monitoring report. The motion passed.</i>
New Operational Worries		
Website	(PH) reported the new website is still on target to launch in the middle of April. The staff is meeting with developers next week. (PH) is still happy to be working with these developers.	
<b>BOARD BUSINESS</b>	<b>BOARD BUSINESS</b>	<b>BOARD BUSINESS</b>

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Board Section of Website Update	Still collecting bios from everyone.* The BOD section is to include the following items: Touch the Future Campaign, Who do you ask?, The Policy Register, Cultivating prospects for future board members. In the future we may need a web coordinator position on the board.	*EVERYONE send pictures and bios to (SP) if you have not already. (SP) will follow-up and send reminders to those who have not sent.
Nominations Committee Update	The committee has been calling potential candidates and many have said yes, including previous Board members!!! They are collecting bios which are needed by April 15. There are A LOT of candidates for Member At Large and only one for President.* The committee is going to work with some candidates to spread them across the positions.	*EVERYONE if you have any names for President send them to (SP) ASAP.
Carver Conference Update	(PH) and (LF) will be participating in the annual Carver Conference that will be held in Colorado just before our spring meeting.	EVERYONE: Any questions regarding Carver Governance get them to them to (PH) and (LF) so they have a charge.
New Member Orientation Evaluation	All those involved agreed that arriving a day early was key. This time allowed for a natural progression in a more relaxed atmosphere. A suggestion to keep in mind for the future is to pass along or create a helpful hints list (i.e. start out with a zip drive and start organizing the folders). These helpful suggestions are welcomed.	New members felt it would be beneficial to include in the Procedures Manual a calendar/guide of monitoring and other things happening between November, when they come on the board and the training in January.
Silent Auction Committee Update	(JB) was not on the call and has the latest update. The committee is working on documenting the process to pass along and they are beginning to get donations.* Students have requested a section that only students could enter for bidding so they can participate but on their lower budgets. Others felt such a section should be extended to Americorps members as well.	EVERYONE begin getting donations.
New 18-month Governance Budget	(RR) is currently working with the Boulder office to get actuals to prepare the new budget for the next conference call.*	*(JP) will include on the next conference call agenda.

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<b>OWNERSHIP LINKAGE</b>	<b>OWNERSHIP LINKAGE</b>	<b>OWNERSHIP LINKAGE</b>
2006-07 Annual Agenda	<p>(TL) circulated a draft of the Ends as the next step in our process. Everyone is to review this draft and submit any suggested changes and/or revisions.* We will take each suggestion and decide whether it is a shared issue or not. If it is a shared issue the change/revision will be included in the draft. The goal is to vote on the draft Ends at the beginning of the June meeting.</p> <p>The first two proposed changes/revisions were brought forward.</p> <p>1. Adding philosophy to the Global End as well as including it in the first sub-policy. By including philosophy it brings us in more compliance with the previous boards Ends. Discussion continued around the following words - practices, methodology, principles, and philosophy. Definitions were reviewed; want to make sure we are using/placing them where we want to. Defining principles could be cross referenced on website. This was a shared issue and will now be included in the upcoming drafts.</p> <p>2. Adding international to the third sub-policy. How explicit do we want to be? Do we have the resources to support this intention? Do we put it in now or do we put in later, defining it in another year or two? This revision was not a shared issue and will not be included in future drafts but further discussion will continue.*</p> <p>The recent AEE Membership Survey had some good questions that may be helpful to this process and</p>	<p>EVERYONE: changes and revisions go to (TL) between now and next call, will vote on changes as shared issues and will then put them in the draft.</p> <p>*(JP) will add to the Parking Lot: Review including “international” in the Ends.</p> <p>** (PH) will look into getting the results to us from the recent membership survey.</p>

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	confirm our thinking.**	
2007-08 Annual Agenda??	Did not have time to discuss.*	(JP) will include on the next conference call agenda.
Regional Conference Workshops	Southeast went well and activities were great.	Others are following in the upcoming weeks.
<b>AOB</b>	<b>AOB</b>	<b>AOB</b>
Monitoring Reminder	The following monitoring reports are due to (SP) within the next week: EL-10, BE-1, BE-2, GP-12	EVERYONE get reports to (SP) by March 31
Compliance Plans Coming Soon	(PH) will have compliance plans to us by March 31 for EL-5.2 (What ifs to the next level) and EL-2.3 (Office accessibility)	EVERYONE review compliance plans and be ready to discuss on the next conference call.
EE Summit	(RR) had a nice conversation with Silvia Dresser from ACCT regarding a proposal that is in the early stages for an EE summit in the Chicago area in September. Preliminary goals are to gather EE folks and inventory peoples' needs and explore how, as a larger group, EE folks can leverage our goals to benefit the greater good. Silvia expressed an interest in taking the lead. Board members want to make sure it is jointly owned by all those who attend; shared leadership and shared recognition. Since we are the association that everyone is a member of we want to make sure anyone is welcomed to join and attend the summit. At this point there is no established agenda. Decided this was a shared issue: We want to collaborate (this is a Board interest) and discuss further but need more information.* Generally we are in support but need more clarity.	(PH) will follow up with Silvia Dresser to gather more information like would it be individuals or organizations coming together; is it staffs or boards coming together.
Board Member Birthdays	The request was made to include birthdays on our contact list.	Send (JP) your birthday (if you are comfortable), as she is now updating the contact list.