

**AEE Board of Directors
MINUTES**

Name Committee/Meeting: Winter Video Conference Call Meeting	Date: March 24, 2009
Chairperson/Facilitator: Laurie Frank	
Recorder: Jeff Baierlein	
In attendance: Jeff Baierlein (JB), Drew Brennan (DB), Laurie Frank (LF), Christian Itin (CI), Mike King (MK), Paul Limoges (PL), Tom Lindblade (TL), Rob Rubendall (RR), Bob Stremba (BS)	
Absent: Andrew Bobilya (AB), Jennifer Payne (JP), MaryPat Sullivan (MPS)	

Topic	Discussion/Outcome	Action/Follow up
BOARD BUSINESS	BOARD BUSINESS	BOARD BUSINESS
	Meeting was called to order at 3:21 pm ET without a quorum.	
Leadership Summit	What can we do to link with our members during our June Leadership Summit, which only staff & Board members attend? Idea: conference call with reps from leadership groups (Accreditation Council, CAC, GLC, CORE, CRC). Focus could be to discuss annual agenda or whatever reps wish to discuss. Historically groups met amongst themselves and had some overlap (staff and Board agendas had been drivers there).	
	The meeting was called to order, with a quorum, at 3:25 pm.	
	PL is trying to confirm a meeting room at CU Boulder. WebEx can be frustrating and may be difficult for newcomers to use (PL is looking at alternatives to WebEx), but we could have a practice session & use the phone as a backup. Public policies at AEE should be connected to research. Our research agenda can support our advocacy policy development, and vice versa: they can be closely linked. Board liaisons with groups, who will coordinate hour-long meeting times with groups: MK—Accreditation Council, JB—CRC, TL—GLC, DB—CAC, PL—CORE. Schedule could be one meeting in late am, one in pm/eve. The staff member connected with that group should participate as well. Liaisons should talk with their group people about what they might want to talk about and when is a good time to meet and be ready to report back for the April conference call.	
Monitoring	Keep up on your monitoring reports! We are good to use YahooGroups.	CI is looking into Google Groups which could help auto-compile results; DB can

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		help get the process started.
EL Monitoring		
EL-4	<p>An error in the form cut off EL-1 made some responses inconsistent. The report details were discussed. The staff finance committee is grappling with how to deal with lack of compliance and a budget with which they're still not completely comfortable. The timing (get report with budget in December) makes it tough to make changes before the new FY year starts. The budget is optimistic yet still doesn't meet our financial needs. Next year we will have budget done in September. We may not be meeting policies immediately but are moving in the right direction (e.g. increasing prices, focusing on sponsorship & marketing). We need a compliance plan that outlines for the timing of FY10 budget development.</p> <p>Financial Policy Task Group recommendations were reviewed. One change: in II.A., review of the bank balances will be substituted for cash flow forecast document ("cash flow budget") review. There was a discussion of what our plan is if we "fall off the cliff;" PL reminded the Board of the things that are going well and encouraged us to think positively.</p> <p>Discussion ensued about next steps with AEE's financial situation and EL-4 and EL-5 policies. The Board expressed interest to be forward-looking with future EL-4 and EL-5 policies and compliance plans rather than unnecessarily reviewing old compliance plans. A discussion of direct inspection of EL-4 ensued, vis-à-vis the Financial Policy Task Group recommendations. The Task Group will look at their recommendations, thinking about quarterly monitoring, timely communication and keeping CEO reporting workload manageable.</p>	RR will reconvene the Financial Policy Task Group to decide how we are going to monitor EL4 and 5 at first quarter.
BE-5	CEO evaluation (see BE-5) is upcoming.	LF will send an email soliciting participants.
	MK spoke at Southeast Regional conference to 50 attendees. The presentation was perhaps too much information; a dialogue might be better. Questions included: are we communicating changes like shift in fiscal year? And are we doing anything to prepare people for passport requirement changes at international conference.	
	TL reminded the annual agenda committee that hasn't met yet to meet.	BS will organize the second annual agenda group to discuss public policy.

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GP Monitoring		
GP-7	Most feel we're in compliance. Loss of face-to-face is tough and increases feeling of disconnection. The 2009 Annual Agenda is unclear to some. Question of how to support the drive to financial strength—a fundamental issue—and look at things like advocacy/policy/research. One annual agenda conference call never happened.	<i>CI moved to approve GP-7 and GP-8. MK seconded. The motion passed unanimously.</i>
GP-8	Comments (reflected in the GP-8 reports submitted by Board members) were reviewed.	
CLOSING		
	The meeting was adjourned at 5:24 pm.	