

**AEE Board of Directors  
MINUTES**

<b>Name Committee/Meeting:</b> Board Conference Call <b>Chairperson/Facilitator:</b> Christian Itin <b>Recorder:</b> Jennifer Payne	<b>Date:</b> April 1, 2011
<b>In attendance:</b> Jeff Baierlein (JB), Andrew Bobilya (AB), Mary Breunig (MB), Christian Itin (CI), Mike King (MK), Tom Lindblade (TL), Jennifer Payne (JP), Paul Shirilla (PS), Liz Speelman (LS), Paul Limoges – ex-officio (PL)	
<b>Absent:</b>	

Topic	Discussion/Outcome	Action/Follow up
<b>Approval of March 5 &amp; 6 Meeting</b>	Some thoughts the minutes were not cliff note enough others thought they were. Perhaps for long meetings executive summaries could be done.	<i>(JB) made a motion that was seconded by (TL) to approve the minutes. The motion passed unanimously.</i>
<b>Monitoring</b>		
BE-2	Everyone participated in monitoring and agreed we were in compliance. Notes were made that we could use Board passed motions to offer more direction and suggestions on items that we expect to be done. Don't always need it as (PL) usually does action items – this process would just formalize some things. It does provide the Board some operational leverage in the rare situations they feel the need to execute. (PL) feels like it may create more of a distance between the staff and the Board. Bottom line is use very sparingly and to empower (PL).	
BE-1	Everyone agreed we were in compliance.	
EL-6	Everyone agreed we were in compliance. A few comments/concerns were expressed regarding the AEE website; in this day in age of technology the website really needs to be to notch.	
EL-2	Several comments on a variety of different topics. <ul style="list-style-type: none"> <li>• Grievance policy was updated in July 2010 and was not noted nor has it been put in any of the association's documents</li> </ul>	*(PL) will inquire if our website is ADA compliant and how accessible the office is for the

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	<p>(Employee Handbook and Volunteer Handbook – it is going in the Board Procedures within the next month).</p> <ul style="list-style-type: none"> <li>• Is our website ADA compliant? *</li> <li>• If people are deaf can they phone into our office?*</li> <li>• Do we have a statement of privacy policy on the website? Yes we do.</li> </ul>	<p>Deaf by phone.</p> <p><i>(TL) made a motion that was seconded by (JB) to accept the monitoring reports for BE-1, BE-2, EL-2, and EL-6. The motion passes unanimously.</i></p>
<b>Policy Discussion / Development</b>		
GAAP (General Accepted Accounting Practices) Proposed	<p>(PS) and (MK) had a chance to look at the ELs and recommended the best place for the proposed sub-policy on GAAP would be EL-5.8. EL-5.8: Use systems or allow financial procedures contrary to generally accepted accounting principles (GAAP). (To be monitored annually.)</p>	<p><i>(TL) made a motion that was seconded by (JB) to add the proposed sub-policy for the EL-5.8. The motion passed with one abstention.</i></p>
EL-6	<p>From the full policy register review in November there were a few suggestions for EL-6 including the need for an investments policy, not the first time this need was expressed.* An investment policy from another organization was offered as an example, and could be used as a template.</p>	<p>*A small group of (MK), (PS) and (PL) will look at the example policy from another organization, tweek it for AEE and come back to the group with a proposal.</p>
BE-1	<p>From the full policy review in November there was a question around the word officer. The group decided it was no longer a concern for people and to move on.</p>	
BE-2	<p>From the full policy review in November there was a question around the word authority and wanting an example of the rare instance in which the Board would use this authority. Examples may be grievances, when the President is asked to make a statement on behalf of the organization, or a committee could be given the authority.</p>	
<b>Nominations Committee</b>	<p>The committee is in the talking stages (reviewing responsibilities and expectations, and answering any questions) with potential candidates. Have 7 candidates confirmed but are ready to pursue</p>	

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	more. Reviewed and brainstormed some potential candidates.	
<b>AVP Committee</b>	<p>Everyone was asked to respond to the 6 AVP questions focusing on collaboration. The AVP Committee had a call to discuss the compilation of the answers. Between the answers, which seemed too operationally focused, and conversation their idea was to move forward looking at the language of the Ends. A few years ago we said we wanted to look at the Ends again and see if we wanted to drill down. With each Ends revision we are getting more specific and offering more clarity of the direction of the Association which gives (PL) and the staff more direction. As an Association we seem to be stuck in our adolescence and offering a new direction through the Ends could bring more specificity and the next stage of development.</p> <p>Everyone should come to the June meeting with their own proposed version of the Ends focusing on the definition of community and collaboration.* What language could we tweet or new sub-policy could we offer that would further specify these areas? Do we want to bring in our members to find out their thoughts? If all Board members create an Ends proposal and come to the June meeting prepared for a process to share those versions and see how they relate and differ. We could then make informed choices.</p>	<p>*EVERYONE needs to spend some quality time thinking about the Ends and creating a proposal with new wording for the Ends specifically around communities and collaboration to the June meeting.</p>
<b>Awards Committee Update</b>	The committee is circulating and promoting letters and announcements about the awards and reminding folks of the upcoming deadline. Everyone commit to one nomination for an award that would make a big difference.	EVERYONE committed to submitting one nomination.
<b>June Meeting</b>	The meeting dates have been proposed to shift a day earlier. Travel day June 2, meeting days June 3 & 4, travel day June 5. People can depart any time on Sunday from 12:01am (Saturday	

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	<p>night). This change may result in one or two people arriving very close to our start time.</p>	
<p><b>Nominations Committee – International Piece</b></p>	<p>The Nominations Committee has a couple of potential candidates that live outside the US. Several questions have arisen around the expectations regarding attending 3 meetings and limited travel reimbursement. These expectations may be eliminating great candidates. Do we change the policy? Are we making an exception for one candidate? Or are we looking at International Board members? Adjust travel policy rather than not come to a meeting. Could adjust for miles or time zones for those that have extremely high travel costs.</p> <p>Issue is bigger – we have international members and if we want them to be on the Board we may have to change some current procedures. Having 3 meetings a year in person is very North America oriented and not conducive to having an international Board. We seem to want both but can't having 3 meetings a year and international Board members.</p> <p>How do we support international members on the Board? *</p> <p>Options:</p> <ul style="list-style-type: none"> <li>• Give more money</li> <li>• Reduce the number of meetings</li> <li>• Reduce meetings and increase meeting time</li> <li>• Give some more money</li> <li>• Make exceptions.</li> </ul>	<p><i>(TL) made a motion to change the travel reimbursement policy for Board members outside of the US to \$800 rather than \$300. (JB) seconded the motion with a friendly amendment to specify outside of the US with outside of North or Central America. The motion did not pass; 1 in favor, 7 nos and 1 abstention.</i></p> <p>A small group of (TL), (PS) and (CI) will look at policies and procedures that may affect International Members on the Board including reimbursement and travel.</p>



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