

**AEE Board of Directors
MINUTES**

Name Committee/Meeting: AEE Board of Directors Conference Call Chairperson/Facilitator: Christian Itin Recorder: Jennifer Payne	Date: May 9, 2011
In attendance: Jeff Baierlein (JB), Andrew Bobilya (AB), Mary Breunig (MB), Christian Itin (CI), Tom Lindblade (TL), Jennifer Payne (JP), Paul Shirilla (PS), Liz Speelman (LS), Paul Limoges – ex-officio (PL)	
Absent: Mike King (MK)	

Topic	Discussion/Outcome	Action/Follow up
Approval of Minutes	April 1 Conference call minutes needed approval. There was also an online voting session from April 9-16 on travel reimbursement procedure*: (AB) made the following motion that was seconded by (TL): Amend the travel reimbursement policy for those individuals serving on the board who live in Asia, Africa, Europe and other areas outside of the United States, Canada and Mexico. The reimbursement for airline costs for these board members would be \$600.	<i>(JB) made a motion that was seconded by (TL) to approve the amended minutes. The motion passed unanimously</i> <i>*Travel Reimbursement Procedure Vote</i> <i>The vote was two in favor, four opposed and two abstaining - the motion failed</i>
Monitoring	Many people had problems with the Wiggio site not saving edits when they did monitoring.	
BE-3	Everyone was in general agreement that we are in compliance. There was some discussion around informal evaluation, both critical and positive, for Boulder Staff that happens among Board members and sometimes at Board meetings. This is a gray area but non compliance would be such statements that become formal or in a written documentation. Just a good awareness issue, also a reminder that when Board members want to evaluate they need to take off their Board hat and let those they are conversing with they are speaking as an AEE member and owner, not as an AEE Board member.	
BE-4	Overall agreement in compliance. A very timely and relevant comment around the Ends being a bit too general and encouragement to pursue our AVP and considering drilling down into some sub-policies. A good reminder about the importance of our preparation for the May meeting*	<i>*Extremely important to come prepared for the June meeting and come with written Ends not just ideas.</i>

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		<i>(TL) made a motion that was seconded by (JB) to approved the monitoring reports for BE-3 and BE-4. The motion passed unanimously.</i>
Ends Monitoring	Many folks tried to respond to the Ends and their edits could not be saved. Because of the importance of the Ends we decided to wait until the June meeting to discuss.*	*(JP) will include on the June agenda.
EL-5 Compliance Plan	The compliance plan was distributed to the Board by (PL) on March 30 but was not posted to Wiggio for the group to review and comment on therefore we will wait and discuss at the June Meeting.*	*(MB) will make sure the EL-5 Compliance Plan is be posted on Wiggio for us to review and (JP) will include on the June agenda.
Policy Development		
EL-6 sub-policy proposal	<p>A small working group presented a sub-policy, #14, for EL-6 that focuses on a general investment policy. The proposed sub-policy was based on template from another Board. Concern was expressed that including such wording as socially responsible puts us a bit “out there”. The consensus was that will be ok because it provides an opportunity to have a conversation with members/owners to learn and define how investments are socially responsible. The small working group purposefully did not try to define socially responsible.</p> <p>14. Fail to have an investment plan that provides a reasonable return while protecting principal such that:</p> <ol style="list-style-type: none"> a. The level of risk is moderate to low. b. The investment plan has a level of liquidity that is flexible to the needs of the organization. c. There is consideration for the diversity of the portfolio. d. Investments are made with professional consultation. 	<p><i>(TL) made a motion that (JB) seconded to accept the proposal for EL-6 sub-policy #14. The motion passed unanimously.</i></p> <p>(JP) will get the new sub-policy in the Policy Register.</p>

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	e. Investments are socially responsible, consistent with the AEE Vision Statement.	
Nominations Committee Report	The committee has 3 candidates for the 2 Member-At-Large positions but no candidates, and none in the pipeline, for Treasurer. Brainstormed a strategy to find a candidate. If we do not find candidates in time for the ballot/elections then the position remains open and according to the By-Laws the Board can then appoint someone. The write-in option may lead us to some potential candidates that the Board could appoint.	
	Several members of the CAC joined the call.	
Connecting with the Conferences Advisory Committee (CAC)	<p>What is the role of the Board at the Annual Conference? How do we fit into the flow of the conference?</p> <ul style="list-style-type: none"> • Leadership Business Focus - The conference is a place for a lot of leadership business, which makes sense but often does not make the conference use friendly. • Board Visibility - More visibility of the Board would be better, making the Board accessible, allowing people the opportunity to get to know us • Placement of AGM – Do we need to change the time of the AGM? Do we need to change the name? Do we create an incentive to attend? Would like to see an increase in numbers attending the AGM. The Association’s organizational events seem to be at secondary times rather than at primary times. • Connecting and Appreciating the Conference Host Committee <ul style="list-style-type: none"> ○ Make sure Board does the apple pinning in a highly visible event continues to be have the Board do Appreciation for Host Committee ○ Maybe have a 30 minute get to know and thank you before the conference, before stuffing conference packets. ○ Maybe have lunch or go out to dinner with the host Committee after stuffing packets. ○ Maybe the Host Committee could meet at the venue the same time the AEE BOD meets at the venue. 	

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	<ul style="list-style-type: none"> ○ Maybe have a conversation with the Host Committee earlier in the process, introduce each other, talk about the connection the two should have around the Ends and Vision ● Ends Work – How does the conference accomplish/meet the Ends? Major methods of delivering EE, like service learning, are in our journal but they are not in our workshop tracks. Shouldn't they match? Should we focus more on our professional and affiliation groups and their needs, have workshops that address their agendas? ● Marketing the Conference – <ul style="list-style-type: none"> ○ How we market the conference is critical? So much of our material is outdoor based, need to have twice of much info to address the traditional education routes. ○ We seem to market the same way to all educational routes, instead we need to market in different ways to different groups. Really need to focus on the classroom teachers. ○ The marketing of the organization needs to parallel the marketing of the conference. ○ Can we deliver what we promise? The marketing of the conference needs to come after we figure out what we have to offer and the Ends should provide that guidance.* <p>The CAC shared there are fairly big changes on the horizon for the 2012 conference.</p> <ul style="list-style-type: none"> ● Experienced Members - We loose our wisdom; our wisdom tends to leave us because workshops are beginner level or the same workshops are offered time and time again. Networking is so important to our more experienced members ● Consider presenters' registrations waived – Could begin with invited presenters have registration comped – so there is professional gratitude/"payment" for their presentation. Some people do not want to present because their ideas are stolen and then off top of that they are not even getting "paid" to present. 	<p>*The CAC wants direction – any information on where the association is heading and help identifying specific markets, they would like to hear about from the Board.</p>

