

**AEE Board of Directors
MINUTES**

Name Committee/Meeting: Conference Call Chairperson/Facilitator: Laurie Frank Recorder: Jennifer Payne	Date: May 14, 2008
In attendance: Laurie Frank (LF), Mike King (MK), Maurie Lung (DML), Tom Lindblade (TL), Steve Pace (SP), Jennifer Payne (JP), Rob Rubendall (RR), Pat Hammond – exificio (PH)	
Absent: Jess Barrie (JB), Bob Stremba (BS), Andrew Bobilya (AB), MaryPat Sullivan (MPS)	

Topic	Discussion/Outcome	Action/Follow up
ASSURANCE OF SUCCESSFUL CEO PERFORMANCE	ASSURANCE OF SUCCESSFUL CEO PERFORMANCE	ASSURANCE OF SUCCESSFUL CEO PERFORMANCE
EL Monitoring		
EL-5.2 Modified Compliance Plan	(PH) reported the office is pretty close to reconciling the books from the regional conferences and believes she is still on target for the 5% net income. If the final numbers do not come out ahead (PH) will make recommendations to align the books with 5% target. (PH) will have final figures for the Board meeting along with detailed financial projections that will give the new CEO a clear understanding of the current fiscal situation and where it is going, these projections will also include compliance plans.* This information/report will take the place of the compliance plan.	*(PH) will have detailed financial projections for the June meeting. (JP) will put on the agenda.
New Operational Worries		
E/A Summit	(PH) talked to Sylvia Dresser of ACCT regarding the possibility of AEE co-sponsoring the E/A Summit in hopes of boarding attendance and interest. Sylvia said she needed to check in with the ACCT Board. Discussion led the group to agree that we do not want to co-sponsor the summit at this point but rather move forward expressing our excitement and interest in participating and our support, possibly sponsoring some aspect of participation or the summit itself.	*(PH) and (LF) will contact Sylvia Dresser to let her know that AEE is very interested in participating in the summit as it fits nicely with our Ends, as well as the work the staff is doing. They will share the Coalition for Advancement of Experience in Education statement that was created by the Board in April 2007. (PH) and (LF) will try to get a clearer vision of the summit is going to look

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	<p>Everyone was excited about attending but we need to look at what will be appropriate in numbers (as far as actual summit agenda and structure) and finances. There was overall interest in dedicating Touch the Future funds to this collaboration but so many questions like what will the agenda be, how many people-is it 300 people in a room or will it be smaller, etc.* There was discussion about sponsoring several AEE members to participate but there would be challenges of speaking as one voice. Decided to budget funds on the high side for EE collaboration in general and will spend conservatively.** We will make decisions about how those monies will be used as we gain information about the summit and get closer to the date.</p> <p>Another concern raised was who will be leading our (AEE) role. Since we have an upcoming CEO transition it will be imperative to keep continuity on this effort/project. The group decided it makes the most sense for (LF) to carry the continuity role. (PH) and (LF) will work together and then (LF) will work with the new CEO to bring them into the loop, once the new CEO is comfortable they will take the lead role.</p>	<p>so we as a Board can best prepare ourselves, as one voice, and the association for participation, including logistics of who to send, how many people to send, and how much money we should budget for participation.</p> <p>** (TL) made a motion that was seconded by (MK) to designate \$5,000 from Touch the Future Fund to support collaborative work in EE.##</p> <p>## Since there was not a quorum (LF) will conduct an email vote. (JP) will send (LF) the motions.</p>
BOARD BUSINESS	BOARD BUSINESS	BOARD BUSINESS
Update from the Search Committee	From a pool of 24 applicants the committee has narrowed the candidates down to a group of 4. Phone interviews will take place this week. From these interviews the committee will narrow it down to 2 that will be brought to Boulder for an interview the first week in June. The committee is please to be staying on target with their projected time line. The group also	

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	noted excited about the overall pool. Seems there were more candidates then the last CEO search and a higher number of stronger candidates.	
Governance Budget	As a result of the E/A Summit, \$5,000 will be transferred from the Touch the Future Fund into the Governance Budget. (See E/A Summit agenda item above.)	(RR) made the adjustments in the Governance Budget, finalizing it for the 18 month cycle.
Exit Interview with Pat	(LF), (JP), and (TL) will be doing an Exit Interview with (PH) to collect feedback form (PH) and will then pass this information onto the rest of the Board.	(LF) will schedule the interview for June 3. (PH) and (LF) will look into more details on the Exit Interviews for BOD.
OWNERSHIP LINKAGE	OWNERSHIP LINKAGE	OWNERSHIP LINKAGE
Review Rationale Piece on Fiscal Year Change for the Ballot	<p>(PH) had emailed the proposed by-law change and its rationale to Board members this morning. Overall everyone agreed it was simple and to the point the only edit suggestion was around the first sentence. Eveyone decided it was good to keep it as it offered rationale as to why the original fiscal year was from June 30-July 1. The rationale will read as below:</p> <p>Changing the fiscal year will allow AEE Regions time to reconcile region conference income and expenses and more accurately budget for the upcoming year. Currently, budgets have been required for many before knowing the results of the conferences just finished. In addition, income and expenses for the AEE Annual International Conference can all be recognized in the same fiscal year without having to utilize pre-paid accounts.</p> <p>AEE's current fiscal year was the result of the early operation of the association in conjunction</p>	(SP) made a motion that was seconded by (DML) to include the fiscal year by-law change (Article VII, Section 5.0) and rationale on the upcoming ballot.##

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	with a university school-year schedule.	
ALL OTHER BUSINESS	ALL OTHER BUSINESS	ALL OTHER BUSINESS
Upcoming Monitoring	(SP) reported there was almost full participation on last months monitoring. This months monitoring will be sent in the next few days to include Ends, EL-4, GP-9, GP-10.*	*Due to (SP) by May 31.
June Meeting Agenda	(PH) still needs some itineraries in order to make airport pickup and drop off arrangements.	(JP) and (LF) will be distributing the agenda by May 23. EVERYONE get your travel itineraries to (PH).
BOD Birthdays	Reminder to share your birthday with the group.	Birthdays to (JP).