MINUTES - Meeting of the AEG FOUNDATION BOARD OF DIRECTORS

Teleconference
6:00 PM ET (3:00 PM PT), Monday, November 11, 2019

1) Call to Order and Welcome ................................................................. President Flanigan
   a) President Flanigan called the meeting to order at 5:05 PM CST.

2) Roll Call to Establish Quorum................................................................. Secretary Higgins
   a) Attending Officers—President Flanigan, Treasurer Smith, Secretary Higgins; Directors—Cato, Evans, Lasky, Lenz, Luce, Munro, Vetter; Operations Manager—Vazquez; Guests—None; Absent—Director Tepel.

3) Agenda Additions or Changes and/or Orders of the Day (Action).........President Flanigan
   a) Add two items to 5) President’s Report: Call from AEG President, AEG Communications Committee.

4) Secretary’s Report ............................................................................... Secretary Higgins
   a) Approval of Minutes of October 14, 2019 Teleconference (Action)
      i) Motion to approve the minutes of the October 14, 2019 Teleconference was seconded and approved unanimously.
   b) Secretary’s action on signing documents
      i) Secretary Higgins signed the Conflict of Interest Policy (approved on October 14, 2019) and returned the signed electronic copy to the Operations Manager and President.

5) President’s Report ............................................................................ President Flanigan
   a) 990 Report
i) President Flanigan signed the attached 990 Report and returned it to the auditor for submittal.

ii) 2019 In Kind Donation Reminder—*Action Item: Complete and return In Kind Donation form to the OM ASAP.*

b) Communication with AEG President—President Flanigan received an email from the AEG president indicating a general agreement that both AEG and AEGF should change their EC meetings at the annual meeting to Monday so EC members may join the golf tournament and/or field trips.

c) Communication with AEG Committee—President Flanigan requested input on an idea from AEG Communications Committee that the AEGF join them in producing a two-sided, 11X17 inch poster (one side advertising the meeting, one side advertising the Foundation) that would be sent to universities. *Action Item: Director Luce will check on details and report back.*

6) Treasurer’s Report ................................................................. Treasurer Smith
   a) Monthly Treasurer Report—See attached report.
   b) Financials—See attached report.

7) Operations Manager’s Report ............................................. Operations Manager Vazquez
   a) Membership List—See attached report.
   b) 2019 Donors—See attached report.
   c) YTD Fund Donations—See attached report.
   d) Final Fundraising Appeal—See attached report.

8) Continuing Business...............................................................President Flanigan
   a) Operating Reserve Policy—*Action Item: Board will plan to vote on the policy at the December teleconference.*

9) New Business..................................................................................President Flanigan
   a) Fund Policy—*Action Item: Email comments to President Flanigan ASAP.* The Board will vote on the policy at the December teleconference.
b) General appeal for chapter newsletters—The Board had a short discussion about the advantages of advertising Foundation activities in local AEG Chapter Newsletters. **Action Item:** Director Lasky will prepare generic blurbs for this purpose.

c) Website updates—Some information is missing or outdated on the website such as committees and chairs, board members, funds, etc. **Action Item:** Directors check their data on the website. Director Lenz will review the website for other deficiencies.

d) Mid-Year Board Meeting Schedule—**Action Item:** Directors check schedules for available weekends for mid-year meeting in March 2020 for December teleconference.

10) Old Business—None.

11) Next Meeting

   a) Monday, December 9, 2019 at 3:00PM Pacific / 6:00PM Eastern

Adjournment—President Flanigan adjourned the meeting at 6:10 PM CST.

Respectfully submitted by:
Jerry Higgins, Secretary

Approved by Board Action: 12/09/2019