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 Munro  
   a) Attending: Officers - President Flanigan, Treasurer Smith, Secretary Munro; Directors - Higgins, Kreuger, Lenz, Neal, Tepel, Vetter; Operations Manager - Vasquez; Guest - Committee Chair Doyle; Absent: Directors - Evans, Lasky

3) Agenda Additions or Changes and/or Orders of the Day (Action).............President Flanigan  
   a) None

4) Secretary’s Report.............................................................................. Secretary Munro  
   a) Approval of Meeting Minutes of December 9, 2019 Teleconference (Action)  
      i) Motion: To approve minutes of the December 2019 Teleconference of the AEG Foundation Board of Directors. Motion was approved by a vote of 9 yes, 0 no and 0 abstain.  
   b) Secretary’s action on signing documents: Secretary Higgins signed the approved Fund Management Policy and the Operation Reserve Policy on 10/09/19 and forwarded the signed copies to the OM and President.

5) President’s Report............................................................................... President Flanigan
a) 2020 Mid-year Board Meeting Update - March 28 & 29 in Dallas. Two venues being considered: Cambria and Residence Inn. **Action Item: President Flanigan to check out Residence Inn facilities.**

b) Conflict of Interest Forms - **Action Item: All to fill out and send in.**

c) Board Member Comments regarding letter from Deb Green, Susan Steele Weir, and Dorian & Tom Kuper - Discussed letter from a Director.

d) Geology of San Francisco Publication - Past Director Cato sent excerpt of email announcing publication that thanked grant from Foundation Legget Fund for support.

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 for December.
   c) YTD Fund Donations - See attached report.
   d) Fundraising Appeal & Jahns Match - See attached report. **Action Item: Implement new midyear appeal.**
   e) Scholarship Application Update - See attached report.

8) Continuing Business.................................................................President Flanigan
   a) General appeal for chapter newsletters - See attached drafts from Director Lasky
   b) Website updates ................................................................. Director Lenz
      i) Director Lenz reported on his progress in the review of the website. **Action Items:**
         Director Lenz to provide writeup of his continued observations/analysis. Directors are requested to review their bio and send modifications (if required) to the OM. If your picture is missing or outdated, please send in a replacement.
      ii) Org Chart: See attached draft. Ongoing discussion of suggested revisions to committee structure (Development & Fundraising, Fiscal Policies Treasurer Based, Communication & Outreach, Administrative Policies-Secretary), statutory committees and need for volunteers for Champion for each
   c) Programs Committee Report .................................................. Guest Doyle
      i) See attached report for proposed changes.
ii) Motion: To approve proposed changes to the charters of the Jahns, Tilford, and K-14 Funds. Motion was approved by a vote of 9 yes, 0 no, and 0 abstain.

iii) Thanks and appreciation to Committee Chair Doyle for her 12 years of service.

e) Confidentiality Agreement - See attached draft.

i) Motion: To approve Confidentiality Agreement. Motion was approved by a vote of 9 yes, 0 no, and 0 abstain.

f) Policy Transparency - Moved to next meeting

9) New Business ........................................................................Chair Flanigan

a) Discussion of feedback from 2018 & 2019 scholarship recipients---Ongoing

10) Notification of minimum Wells Fargo balance ......................... Treasurer Smith

a) Maintain going forward balance of $1,000, reduced from $5,000

11) Old Business

1) None

Consent Agenda Items ................................................................... Committee Chairs

1) None

Next Meeting
Monday, February 10, 2020 at 3:00PM Pacific / 6:00PM Eastern

Adjournment: Meeting was adjourned at 6:30 PM CST.

Respectfully submitted by:
Rosalind Munro, Secretary, AEG Foundation
Approved 02/10/2020