



MINUTES - Meeting of the
AEG FOUNDATION BOARD OF DIRECTORS

Teleconference
6:00 PM ET (3:00 PM PT), Monday, January 13, 2020

- 1) Call to Order and WelcomePresident 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 BusinessChair 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

