



MINUTES - Meeting of the  
**AEG FOUNDATION BOARD OF DIRECTORS**

**Teleconference**  
**6:00 PM ET (3:00 PM PT), Monday, June 13, 2022**

- 1) Call to Order and Welcome ..... President Neal
  
- 2) Roll Call to Establish Quorum..... Secretary Munro  
Attending: Officers - President Neal, Vice President Tepel, Treasurer Morris, Secretary Munro;  
Directors – Evans, Kreuger, Lasky, Lenz, Smith; Operations Manager Vazquez. Absent –  
Directors Saindon, Vetter. Guest – none.
  
- 3) Agenda Additions or Changes and/or Orders of the Day (Action)..... President Neal  
None
  
- 4) Consent Agenda**
  - a) Operations Manager’s Report ..... Operations Manager Vazquez
    - i) Membership List
    - ii) 2022 Donors
    - iii) YTD Fund Donations

Motion made to approve the Consent Agenda, seconded. Approved unanimously, no abstentions.
  
- 5) **Strategic Discussions**.....President Neal
  - a) Secretary’s Report... Secretary Munro
    - i) Approval of Meeting Minutes of May 9, 2022 Meeting (Action) approved  
Motion made to approve the May Minutes, seconded, approved unanimously, no abstentions.

- ii) Secretary’s action on signing documents: None
- b) Treasurer’s Report.....Treasurer Morris
  - i) Monthly Treasurer Report: In BOD package
  - ii) YTD Financials
    - Discussed potential to provide quarterly or possibly more frequent reports for fund champions by automation with Neon One. However probably couldn’t adjust for disbursements or losses in those reports. That is done at year end.
- c) Fund Liaison Report .....Director Lenz
  - With Neon One we could provide more frequent updates for fund champions as requested. Would help to improve communication. Deb Green would like to help update website.
- d) Programs Committee Update .....Director Saindon
  - Not present, no report provided.
- e) President’s Report.....President Neal
  - i) Audit: All requested information provided; Finance Committee has some reporting issues to discuss at their meeting 6/14/22.
  - ii) Activities Outline: Director Kreuger is continuing to work on it.
  - iii) Update on discussion with Roy Shlemon.....Secretary Munro
    - Action Item: Secretary Munro to contact Kerry Cato to schedule a meeting with Roy.**
  - iv) Fund balance ..... Operations Manager Vazquez
    - No change
  - v) Silent Auction description text
    - Director Vetter not present, no report provided.
  - vi) Mathewson Scholarship Selection: Selection Committee sent recommendation for John Akudike last week, but he is the same as recommended for Stout Scholarship. Discussed options and it was suggested that Akudike receive the Mathewson and Katelyn Irene Wilcox, the next on the Stout list, receive the Stout scholarship. Motion made to award Akudike the Mathewson Scholarship and Wilcox the Stout scholarship, seconded, approved unanimously. **Action Item: Secretary Munro to forward motion language to BOD in email for review.**
  - vii) Annual Meeting
    - (1) Donor reception.....Director Lasky
      - Reserved mid-level suite not associated with AEG and will buy food and drink.
      - Discussed providing a commemorative token.

(2) Wine Competition: BOD likes the idea but the day and time seems problematic.

Action Item: President Neal to respond affirmatively to AEG President German but let them plan and schedule.

(3) Follow up from AEG regarding last year’s annual meeting: In email to President Neal from AEG’s German 1) AEG waived surplus expense of \$168. Action Item: President Neal to request documentation and description from AEG Treasurer Kalika to provide to BOD auditor. 2) Identify topics for annual meeting joint lunch in advance. Action Item: All BOD to identify topics and send to President Neal. 3) In a separate discussion with President Neal President German suggested quarterly meetings between them.

f) Management program & website update.....Director Saindon & Treasurer Morris

i) Content generation

Treasurer Morris received clarifications on possible ambiguous language in Neon One contract and recommends signing and moving forward.

Need to start work on website and providing input. Deb Green offered to help.

Neon One doesn’t want to administer scholarship applications so they provided recommendations for someone who could provide. They will work with whoever we choose and they can integrate. Action Item: Treasurer Morris to interview potential providers.

g) Finance Committee Report .....Director Kreuger  
Committee call June 14.

h) Policies.....Vice President Tepel

i) Status report: Two policies ready for vote today

ii) Whistleblower policy (vote) Motion made to approve as written, seconded, approved unanimous. Treasurer Munro abstained.

iii) No-harassment policy (vote) Vote postpone to July meeting for closer reading

iv) Scholarship policy: Action Items: Vice President Tepel to change residence language, fix typo in title, add missing scholarships to list. Additional BOD comments due to Tepel June 30 for distribution to fund committees for review. Operations Manager Vazquez to send Word documents for iii and iv.

i) Nominations Committee Report.....Director Kreuger  
Action Item: Director Kreuger to keep BOD updated.

6) New Business..... President Neal

a) Lemke Awards.....Director Smith

In discussion Director Smith had with Paul Santi, Santi said students want to be notified in advance, since it affects lodging, whether fellow students decide to attend, and transportation options. Director Smith proposed notify in advance but only providing the award if they show up. Would need abstracts by July 15 for time to review and notification.

**Action Item: Director Smith to provide a draft written policy to Vice President Tepel for execution this year.**

b) Contracts.....President Neal

i) Diana (Bookkeeper): Motion made to authorize President Neal to sign, seconded, approved unanimously.

ii) Neon: **Action Item: Treasurer Morris to route for review, email vote by June 17.**

7) Old Business..... President Neal

a) Action Item List: **Secretary Munro to update and circulate.**

Next Meeting

July 11, 2022 at 3PM Pacific / 6PM Eastern

Adjournment 4:56 pm Pacific

Respectfully submitted by:

Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 7/11/22

