



**Board of Trustees Meeting  
September 26, 2016**

**Minutes**

**Welcome and Call to Order**

Julie Broadway

Board Present: Ross Braun, Jeff Beck, Susan Becklenberg, Julie Broadway, Patti Coyle, Holly Schmitt Fox, Joahn Hall, Richard Loomis, Allyn Mann, Jim Harlan, Miyako Kinoshita  
Excused absence: Arlene Alen  
Guests: Scott Carver, Michael Kaufmann  
Staff: Kathy Alm, Kandis Branum

The meeting was called to order at 6:43pm, MT

**Minutes**

Julie Broadway

B-1 Special meeting minutes, August 15, 2016

Motion: Patti Coyle

Second: Joahn Hall

Minutes approved.

July 25, 2016 Minutes

Motion: Holly Schmitt Fox

Seconded: Patti Coyle

Minutes approved.

**President's Comments**

Julie Broadway

Initial Advisory Council Recommendations

C-1 Advisory Council Recommendations

C-2 Advisory Council Charter

C-3 Criteria for Advisory Council 2016

Advisory Council recommendations were discussed.

Ross Braun moved to invite the nine recommended individuals.

Second: Jim Harlan

Motion was approved.

Kathy Alm and Julie Broadway will draft invitations to potential Advisory Council members.

Outgoing trustee interviews

Interviews are being scheduled around the Conference in November.

Board meeting at conference

Current Board of Trustees members are required at the Thursday, November 3 meeting. New Board of Trustees members are required to attend the Friday, November 4 meeting. Outgoing and incoming trustees are encouraged to attend both meetings.

Appointing Board Committee Chairs

The new Committee chairs will be appointed at the Friday, November 4 meeting at the Conference.



## **CEO Report**

Kathy Alm

### D-1, CEO Report

Kathy Alm reports that there are 556 registrants for the Conference in November. Elizabeth Doolan Trust – The Judge accepted the change to the agreement and funds should arrive soon.

At Julie Broadway's request, Kathy spoke about the hiring status for the Director of Membership, Programs & Credentialing. She thanked Jim Harlan for taking the time to interview the candidate. Julie Broadway acknowledged Kathy's work, who in turn acknowledged staff (Carrie Garnett, Jeff Kelling, and Kandis Branum) for helping her.

### D-2, Dashboard

### D-3 Credentialing Council Charter

Motion: Jim Harlan

Second: Patti Coyle

Credentialing Council charter approved.

## **Board Committee Reports**

### Governance

Arlene Alen

Kathy Alm reported on behalf of Arlene Alen that the Governance Committee is working on orientation procedures for new board members.

### Strategic Planning

Jim Harlan

### E-1 Strategic Plan 2016 – 2019

Motion: Miyako Kinoshita

Second: Susan Becklenberg

Strategic Plan approved

### Nominating Committee

Jim Harlan

### F-1 Nominating Slate of Officers

Nominations for officers include:

President – Julie Broadway

Vice President – Ross Braun

Secretary – Patti Coyle

Treasurer – Susan Becklenberg

Past President – Jim Harlan

Motion: Susan Becklenberg moved to approve the slate of nominees for officers.

Second: Holly Schmitt Fox

The slate was approved.

### Finance Committee

Ross Braun

### G-1 2016.17 Modified Budget

Ross Braun thanked the team for their work on conversion from Peach Tree to QuickBooks.

Motion: Julie Broadway

Second: Jeff Beck

Budget approved.



G-2 Financial Narrative 06.30.16  
G-3 PATH Intl Financial Statement June 2016  
Motion: Julie Broadway  
Second: Patti Coyle  
Financial statement approved

Colorado Business Bank  
Consolidate banking at one institution. Authorized signers for the account to include Susan Becklenberg (Board Treasurer), Kathy Alm (CEO), Carrie Garnett (Membership Operations Manager), Jeff Kelling (Programs & Education Manager), Kaye Marks (Director of Marketing & Communications).  
Motion: Jeff Beck moved to consolidate bank accounts at Colorado Business Bank with the above-named authorized signers.  
Second: Julie Broadway  
Motion approved.

H-1 Draft Investment Policy  
Ross Braun thanked Susan Becklenberg, Robin Krueger, and Cheryl Graves for their work on the Investment Policy.  
Motion: Julie Broadway  
Second: Miyako  
Investment Policy approved.

Audit Update Jeff Beck  
The 2015-16 Audit is nearly complete. Once completed, it will go to the Audit Committee. They will present to the Finance Committee. It will then go to the full Board at the November meeting.

Marketing/Development Committee Holly Schmitt Fox  
Holly Schmitt Fox reported that the committee is working on outreach and survey results. The Visionaries Committee is finalizing questions for the Jeffersonian Dinner. We are almost at full board pledge support.

**Consent Agenda** Julie Broadway  
I-1 Executive Committee minutes, June  
I-2 Executive Committee minutes, August  
I-3 Finance Committee minutes, June  
I-4 Finance Committee minutes, July  
I-5 Finance Committee minutes, August  
I-7 Governance committee minutes, July  
I-8 Governance Committee minutes, August  
I-9 Strategic planning Committee minutes, August  
Motion: Jim Harlan  
Second: Holly Schmitt Fox  
Minutes accepted.



**Other Business**

Julie Broadway

Ross Braun, Julie Broadway, and Joahn Hall shared Ambassador stories.

**Adjournment**

Julie Broadway

Motion: Jim Harlan

The meeting was adjourned at 7:39pm MT

**Next Meeting**

Julie Broadway

November 3, 2016