



**Board of Trustees Meeting  
September 25, 2017**

**Minutes**

**Welcome and Call to Order**

Julie Broadway

The meeting was called to order at 5:33pm MT.

Present: Jeff Beck, Susan Becklenberg, Kim Berggren, Ross Braun, Julie Broadway, Scott Carver, Patti Coyle, Dr. Joahn Hall, Jim Harlan, Michael Kaufmann

Staff: Kathy Alm, Jeff Kelling, Kandis Branum

Excused: Moira Corcoran

**Bylaws Amendment**

Jeff Kelling

B-1 Bylaws amendments to voting

Jeff Kelling presented the proposed changes to the bylaws to allow for electronic voting. It was determined that the language in Article 10, Section 4 should be changed from “per the rolls of the association” to match Article 14, Section 3, “per the association records.” Jeff Kelling will affect that change.

Motion to approve bylaws amendment changes for vote at next annual meeting: Ross Braun

Second: Sue Becklenberg

Motion passed.

**President’s Comments**

Julie Broadway

Board meeting at conference

Julie Broadway confirmed that individual schedules have been sent to each board member.

Please reach out to Kandis if there are conflicts or questions.

The proposal for five million dollars in funding for EAAT for veterans for the VA is moving forward. Kathy Alm and Jeff Kelling will be meeting with Mike Welch from the VA regarding this.

**Minutes**

Julie Broadway

C-1 Minutes, July, 2017

Motion to approve: Michael Kaufmann

Second: Kim Berggren

Minutes approved.

**Officer Nominating Committee**

Jim Harlan

D-1 Proposed Slate

The officer nominating committee was comprised of Jim Harlan, Jeff Beck and Kathy Alm. The vote for officers will take place at the board meeting on November 9. Jim Harlan offered his thanks to Jeff Beck and Kathy Alm for serving on the committee and to Michael Kaufmann for stepping up for nomination.



## **Finance**

Sue Becklenberg

E-1 Year End Financials

E-2 August Financials

E-3 Credit card usage policy review

Audit Update

Jeff Beck

Motion to accept Year-end financials: Kim Berggren

Second: Patti Coyle

Year-end financials accepted

Motion to accept August month-end financials: Ross Braun

Second: Jeff Beck

August month-end financials accepted

Susan Becklenberg offered kudos to Kathy Alm and staff for showing equity on the plus side for year-end.

Motion to approve credit card usage policy as amended: Susan Becklenberg

Second: Kim Berggren

Policy approved

Jeff Beck reported that the audit is near completion. He will review the draft then take it to the audit committee. Once the audit committee reviews, it will go to the finance committee in October. The board will review at the November meeting.

## **Governance**

Ross Braun/Patti Coyle

F-1 Trustees application form revision

The governance committee presented the revised application form for review. Changes were made for the sake of transparency regarding committee service prior to possible board nomination with no guarantees of nomination.

Motion to approve revised form: Susan Becklenberg

Second: Scott Carver

Revised form approved

## **CEO Report**

Kathy Alm

G-1 CEO Report

G-2 Dashboard

## **Ambassador Stories**

Julie Broadway

Stories were shared.

## **SMART Goals Dashboard Review**

Moira Corcoran

H-1 Smart Goals Dashboard through 09.20.2017

Kathy Alm suggested that information be sent to Kandis if no time to post on the Smart Goals spreadsheet on Google docs. Kandis will update the spreadsheet.



**Consent Agenda**

Julie Broadway

- I-1 Exec. Committee June minutes
  - I-2 Exec. Committee July minutes
  - I-3 Exec. Committee August minutes
  - I-4 Finance Comm. June minutes
  - I-5 Finance Comm. July minutes
  - I-6 Gov. Committee June minutes
  - I-7 Gov. Committee July minutes
  - I-8 Gov. Committee August minutes
  - I-9 Outgoing Trustee Interview Process
- Motion to accept consent agenda documents: Patti Coyle  
Second: Susan Becklenberg  
Documents accepted.

**Other Business**

Julie Broadway

None

**Adjourn**

Julie Broadway

- Motion to adjourn: Kim Berggren
- The meeting was adjourned at 6:32pm MT

Next meeting:

**November 9-10, 2017 at Conference and Annual Meeting in San Antonio, TX**