



## Board of Trustees Meeting Minutes Monday, September 28, 2015

### Welcome and Call to Order

Attendance: Jim Harlan, Julie Broadway, Ross Braun, Jody Enget, Miyako Kinoshita, Arlene Alen, Alan Mann, Jeff Beck, Sue Becklenberg, Patti Coyle

Excused: Holly Schmitt-Fox

Unexcused: Richard Loomis, Dr. Joahn Hall

Staff: Kathy Alm, Margo Parks

### Minutes

Jim Harlan

B-1, July 27, 2015

Julie Broadway -Motion

Arlene Alen -Second

Approved

### President's Comments

Jim Harlan

Conference Schedule will be sent to the board in a few days

Spring Retreat Schedule and dates discussed

1 full day and 2 ½ days

Some feedback given regarding which weekend works best.

C-1, Strategic Plan Process update ... board agreed with the timeline. Some discussion held regarding the details of the process and timeline.

C-2, Audit Committee Chair appointment

Ross Braun Motion

Sue Becklenberg Second

The motion to appoint Jeff Beck as Chair of the Audit committee passed.

C-2, Audit Committee members

Sue Becklenberg Motion

Miyako Kinoshita Second

The motion to appoint Robin Krueger, Scott Carver and Ross Braun as members of the Audit Committee was passed.

### Consent Agenda

Julie Broadway Motion to *Accept*

Sue Becklenberg Second

The consent agenda documents were accepted

D-1, August 2015 Finance Committee minutes

D-2, August 2015 Governance Committee minutes

D-3, JDS Professional Group

D-4, Sponsor List



## CEO Report

Kathy Alm

E-1, Written Report      Kathy also gave an oral report  
E-2, Dashboard          Most of the areas are green and making good progress

## Board Committee Reports

### Finance Committee

Ross Braun

F-1 & 2, July Financial Explanation and Financials  
F-3 & 4, August Financial Explanation and Financials  
Julie Broadway          Motion  
Sue Becklenberg        Second  
July and August financials approved

Approve creation of a temporarily restricted account for the Disaster Relief Fund  
Ross explained the need.

Julie Broadway          Motion  
Jeff Beck                Second

Approved the creation of a temporarily restricted account for the disaster relief fund.  
F-5, Approve amended Finance Committee Charter. Motion we accept the revisions to the  
finance committee charter

Sue Becklenberg        Motion  
Miyako Kinoshita        Second

The line to be added for amended date  
Approved

Gift Acceptance Policy amendment update  
Will be ready at the next board meeting

Documentation, Retention and Destruction update  
Will be ready at the next board meeting

Technology proposal (D-1) refer to the Finance committee minutes  
Up to \$9,000 variance for the phase 1 of the technology update approved by the Finance  
Committee and brought to the Board of Trustees for final approval.

Jody Enget                Motion  
Miyako Kinoshita        Second

The variance for phase 1 of technology was approved



Board Governance

Arlene Alen

G-1, Trustees on Ballot

On the 2015 ballot are Susan Becklenberg, Richard Loomis and Patti Coyle.

G-2, Bylaw Housekeeping Issues

Questions have been raised if this should be done through policy and procedure's manual. Arlene will look into it and bring it back to the board at the next meeting which is before the annual conference to present to the members at the annual meeting.

Nominating Committee

Jody Enget

H-1, Slate of Officers

Nominated	
Julie Broadway	President
Ross Braun	Vice President
Miyako Kinoshita	Secretary
Susan Becklenberg	Treasurer
Jim Harlan	Past President

No one was opposed to this slate. This will be officially voted on after the annual meeting.

SIRC

Miyako Kinoshita

I-1, Standards Vote

Ross Braun motion to incorporate 2015 Field Test Standards 1 and 2 into 2016 standards manual

Julie Broadway            Second

Approved

Marketing/Development

Holly Schmitt/Julie Broadway

Board Pledges by October 1, 2015. 7 members already pledged.

**Ambassador Share**

Jim Harlan

Feedback shared on the video conference.

**Other Business** - None

Jim Harlan

**Adjournment** 9:53pm EDT Jody Enget motion

**Next Meeting:** November 5, 6, 2015 (International Conference)