



**Board of Trustees Meeting
November 28, 2016
6:30 – 7:30 MST**

Minutes

Welcome and Call to Order

Julie Broadway

The meeting was called to order at 6:34pm MST

Present: Julie Broadway, Susan Becklenberg, Michael Kaufmann, Ross Braun, Moira Corcoran, Patti Coyle, Jeff Beck, Jim Harlan, Scott Carver

Absent: Joahn Hall, Richard Loomis

Staff: Kathy Alm, Kandis Branum

President's Comments

Julie Broadway

Advisory Council invitations have been drafted. The Executive Committee will discuss who should make the follow up calls.

Exit Interviews - Julie Broadway has contacted all of the board members whose terms expired this month. Once she has had the opportunity to hold exit interviews, she will send pertinent information on to the Governance Committee.

Annual Meeting draft minutes were perused and proofed by the board. They will be presented at the annual meeting in San Antonio in November for approval by the membership.

Minutes

Julie Broadway

Minutes Nov. 3

Motion to approve: Patti Coyle

Second: Ross Braun

Minutes approved.

Minutes Nov. 4

Motion to approve: Jeff Beck

Second: Susan Becklenberg

Minutes approved.

Committee Member Approval

Julie Broadway

Governance Committee (co-chairs, Patti Coyle & Ross Braun) slate of nominees:

Kim Berggren

Michael Kaufmann

Brandan Montminy

Elisia Mutter

Gary Warren

Motion to approve slate: Susan Becklenberg

Second: Jeff Beck

Slate approved.



Finance Committee (chair, Susan Becklenberg) slate of nominees:

Jeff Beck

Scott Carver

Moira Corcoran

Robin Krueger

Richard Loomis

Ed Milford

Motion to approve slate: Patti Coyle

Second: Scott Carver

Slate approved.

Audit Committee (chair, Jeff Beck) slate of nominees:

Scott Carver

Robin Krueger

Motion to approve slate: Sue Becklenberg

Second: Patti Coyle

Slate approved

Julie Broadway reported that the Marketing & Development Committee is taking a break and regrouping. The next meeting is projected for March, 2017.

Board Goals Follow up

Julie Broadway

Goals documents from the November 4 meeting – Julie Broadway proposed a task force be created to flesh out these goals to bring to the next board meeting in January, 2017. Volunteers for the task force were Moira Corcoran, Scott Carver, and Julie Broadway. Kathy Alm will work with them. Board members were asked to contact any of the task force members for questions or clarification on the goals.

CEO Report

Kathy Alm

CEO Report – In addition to her written report, Kathy Alm stated that the financial report for the Annual Conference should be available for the December 20 Finance Committee meeting. It will be emailed to the full board after committee approval.

Appointments have been made for an in-depth review by staff and member representatives of three possible association management systems.

The employee handbook revisions are nearly complete. The handbook will be reviewed by Mountain States Employers Council, then presented to the board for approval.



Board Committee Report

Finance Committee
October Financial Reports & Narrative
Motion to accept October financial report: Patti Coyle
Second: Scott Carver
October financial report accepted.

Sue Becklenberg

Other Business

The Board of Trustees agreed to meet one hour earlier beginning with the January, 2017 meeting. The meeting will continue to be held on the fourth Monday, every other month.

Julie Broadway

Adjourn

Motion to adjourn: Jim Harlan
The meeting was adjourned at 7:08pm, MST

Julie Broadway