



**Board of Managers Meeting
May 7, 2015 11:30 to 1:00 pm (Alaska Time)**

AKEN Minutes

Location: ANTHC
3900 Ambassador Drive
Healthy Communities Building
Floor 4 room 411
Teleconference: 1-877-446-3914 Code 835125

**Attendees: Present - Roxy Lamar, Iris Matthews Rosyland Frazier and guests Jake and Romiro
On the Phone: Alda Norris and Doug Cost**

Topic	Discussion/Activities	Follow-up/Action Items
Call to order	11:35 am	Doug Cost, VP chaired meeting.
Review of Agenda	Review of Agenda	
Approval of Minutes	Nov 2014 and Jan 2015 – general membership meetings; March 2015 Board of Managers meeting.	November 2014 and January 2015 minutes approved at Board of Managers meeting in March. Correction to spelling of Roxy 's name in March 2015 Board of Managers meeting minutes. Roxy moved to approve. Second by Doug a Cost. Minutes approved by voice vote
Electronic Voting Process	N/A	
Changes to Bylaws	N/A	
Treasurer Report	Financial update	Almost \$4,000 in the PayPal account. Most is from conference revenue. This amount does not include conference expenses. We owe a catering bill for lunches. There was brief discussion of the need to update the signers on the account. The past president and treasurer are the signatories. This needs to be changed to the current president and treasurer.
Committee Updates		
Preparation for June General Membership business meeting		See program committee report.
Membership Committee	Membership committee update	Currently there are 42 paid memberships in AKEN. There was a discussion of the communication plan and the best software to use to communicate with

		members. Iris will work with Alda to get the most complete list of names with contact information for current members.
Program Committee	Program committee update	The program committee is changing the June program to infographics based on feedback from the conference. There was a lot of interest expressed in this topic and presenters are available in June - Susan Bales and Danny (Danielle) Reed. They will present on Picto Chart. Rebekah Moras who was scheduled for June is willing to change to October.
Nominating Committee	Nominating committee update – Call for nominations in November	
Conference Committee	Update on April AKEN conference including registration, finances, overall planning and how it all went.	Please see the AKEN Conference 2015 Evaluation report by Corrie Whitmore.
ANNOUNCEMENTS, EMERGING ISSUES, OPPORTUNITIES		
Announcements		<p>Iris, Rosyland and Lexi will meet to review the communication plan and to update the status of the AKEN accounts with Mail Chimp and Wild apricot. A report will be provided at the next business meeting.</p> <p>We will continue the discussion of the non-profit status for AKEN organization with the state and IRS at the next Board of Managers meeting.</p> <p>A save the dates for AKEN programs will be distributed and monthly reminders will start as soon as Lexi, Rosyland, and Iris review the communication plan and distribution software.</p>
Next Meeting	<p>Next meeting: General Membership Meeting June 4, 2015 11:30 to-noon UAA Center for Human Development 2702 Gambell Street, Suite 103] Boardroom Teleconference: 1-877-446-3914 Code 835125</p> <p>Noon to 1 pm - Program: How to use Pictochart for Infographics. Danielle Reed and Susan Bales presenters.</p>	
Adjournment	12:05 pm	