



Minutes
AKEN Board Meeting
[September 20th, 2018, 12-1pm](#)

Is anyone going to the AEA conference? They are looking for conference committee members, and the affiliates would like to meet with who is going.

- Zoom: <https://zoom.us/j/277204632>
- Telephone: 1-877-853-5247
- Meeting ID: 277 204 632
- iPhone one-tap : US: +14086380968,,277204632# or +16468769923,,277204632#

- Need to send reminders to Board members about meeting - Rebekah for November; re-divvy up reminder schedule in next week; general meeting schedule; in December schedule out all board and general meetings - Rebekah
- Question: Are we going to do a December social this year? Rebekah doesn't want to; Dani wants to do something "easy" - just offering food
- Question: how much \$ for winter social? Rebekah will ask Dani
- Question: Evaluation bingo? Dani will work on that - Rebekah will follow up with Dani by November 1
- Question: Does AKEN get group membership as AEA affiliates for Wild Apricot? -Rebekah and Dani by September 24; Does it change account?
- Ok to do vote by email about WildApricot switch from paypal (Dani)
- Need to check with other Board members about changing from google listserv to WildApricot listerv - Dani likes the idea, so do Reb and Alex
- Treasurer report from Diana: \$3655.02 in the AKEN account, including 2 new memberships.

Stuff:

1. **General Meeting** dates for remainder of calendar year (social with lunch) Third Thursdays (Feb-Apr-Jun-Aug-Oct-Dec):
 - a. Thursday, August 16, 12:00 – 1:00pm
 - b. Thursday, October 18, 12:00 – 1:00pm
 - c. Thursday, December 20, 2018, 12:00 – 1:00pm
2. **Board Meeting** dates for remainder of calendar year (by Zoom link) - Third Thursdays (Jan-Mar-May-Jul-Sept-Nov):
 - a. Thursday, September 20
 - b. Thursday, November 15, 2018
3. **Scheduling 2019 General Meetings**
 - a. Need calendar invites created
 - b. Alda - ok doing the AKEN Facebook Events for 2019? Want some help?
 - c. Need to book space e.g. BP, UAA, new spaces?
4. **To Wild or To Pay?:** Should we switch to WildApricot payments from PayPal? refer to email below
5. **WildApricot or Google groups for listserv?**
 - a. If continue with Google group, who will help to transfer new member registrations to the listserv? This has to be done manually
 - b. can create forum on Wild Apricot that can be open to public or just for members - automatically updates emails/members
 - c. show discussion forum page - only admins can see it now - can restrict to members only or allow public viewing.
 - d. Did we want to open up the AKEN google group listserv to anyone who wants to send job postings, even non-members? Or do we want to keep the google group listserv as members only? e.g. requests to post Sitka evaluation related jobs
 - e. Do we need a separate listserv for jobs only? Are the job announcements too much?
6. **WildApricot discount when bundled with other Affiliates:** Contact Ahsma Ali - Chicago Affiliate to get the Wild Apricot bundle discount; are we already part of this bundle program or who should contact her to join? ALEX AND REBEKAH WILL DO ON 10/24
7. **Membership 1 year from registration:** Board completed a provisional email vote around 7/31/18 to make membership a year from sign up, rather than annually; Corrie Whitmore will put this on the December ballot for bylaws change

8. **Board votes by email:** How does everyone feel about continuing to do some Board voting by email (like we did with changing the membership term)? REB-DANI-ALEX OK WITH CONTINUING; NEED TO CHECK WITH OTHER BOARD MEMBERS
9. **Student Practicum connections?** - Tara - DANI WILL EMAIL ASAP ABOUT STUDENT PRESENTATION ABOUT MPH AT OCTOBER 18th MEETING
10. [General flier for dissemination](#)
11. **General meeting food:** More discussion on buying snacky lunch stuff at all six annual general meetings as a way of drawing in participation and new membership e.g. \$20-30; \$30-\$40; more/less?
12. Elana Habib transferred "Ownership" of AKEN google docs folder (Account with email: alaskaeval@gmail.com); where possible consider using the AKEN email to create new AKEN related document stuff - that way AKEN ownership is maintained despite board member turnover
13. **AKEN email:** Diana will take a two month turn checking the AKEN email - Thanks Diana!
14. **New structure for General meeting lunch socials:**
 - a. Start eating lunch there by 11:45 am
 - b. 12:00-12:10 – ten minutes Board updates e.g. financials, bylaws changes, Local Affiliates Collaboratives (LAC) updates
 - c. Intros
 - d. 12:10-12:30 – 12:30-12:50 – skill building with either Alaska evaluator presentation, or Coffee Break from American Evaluation Association (AEA)
 - e. twenty minutes collaborative questions, people bring their evaluation questions to the network e.g. I'm looking for people working on...I have a contract for...How do I....?
15. **Question for students:** Can you go through AEA Coffee break webinars that you like?
 - a. [Spreadsheet of webinars](#)
16. **Question for All:** Are there evaluation topics, trainings, keynote speakers you recommend to us?
17. **FY19 Goals**
 - a. 2019 Conference planning
 - i. [Thursday April 18th and Friday April 19th at BP Energy Center](#)
 - b. What are each Board members goals for this fiscal year?
 - c. Ideas:

- i. Building membership
- ii. Engaging students through Student Liaisons
- iii. Continuing to hold third Thursdays for Board meeting and General meeting (lunch social)

EXTRAS

EMAIL 6/20/18

Hi Alaska Evaluation,

I have some good news to share with you — we recently launched Wild Apricot Payments, our own payments processor! This is good news for you, because Wild Apricot Payments will do more for you than PayPal, your current provider.

Why should you switch to Wild Apricot Payments?

Here are some of the benefits of Wild Apricot Payments:

- We'll handle all your support issues for payments as well as our entire software. No more dealing with PayPal support. Now you just have one support team to contact.
- Your members and customers will stay on your Wild Apricot website, instead of being directed to a third-party site to complete their payments.
- All your payments are directly transferred to your bank account within 48 hours. Get your money faster!
- Recurring payments (aka scheduled payments) are supported.
- 2.9% +\$0.30 for each transaction. No setup or monthly fees.

To give you all of the above benefits, Wild Apricot has partnered with AffiniPay, a trusted and secure payment gateway that meets the highest standard of PCI compliance (Level 1 PCI Certified) as set by the Payment Card Industry Data Security Standard.

To learn more or set up Wild Apricot Payments, log in to your Wild Apricot account then [click here to go directly to the Payments settings page.](#)

You can also find the **Payments settings** page by logging into your account and clicking the **Settings** menu, then clicking **Payment settings** under **Finances**.

I hope you'll enjoy the convenience of using Wild Apricot Payments!

All the best,

Dmitry Ivanov
Captain Apricot

CONFERENCE WORKING GROUP NOTES

1. August - Meeting #1 **THURSDAY, AUGUST 23, 12-1:30PM**
2. Conference Proposals - design deadline; marketing deadlines; submission deadline; review deadline
3. Move to UAA space at Rasmussen Hall?
4. Conference marketing
5. Conference budget
6. Keynote
7. Food
8. Fee structure
9. Registration structure
10. Conference schedule
11. Accessibility- speaker/presentation, space use, mic habits
12. Childcare

FROM TAIJA REVELS 1/23/18

focused evaluation frameworks given the many youth-serving nonprofits in the state.

eval on a shoestring budget

collaborative work (Dani, 1/24/18)

FROM CORRIE WHITMORE

8/2/18 spent maybe 200 on conference and made \$2000 (with missing lunch reimburs)

1/22/18

1. How many people attended? **about 50 - they are all on the mailing list, still, since we collected their names as part of the registration. Lots of last minute and same day registrations included in that number.**
2. How much did we charge? **\$15 for student/affiliate member; \$25 for full member; \$65 for nonmembers, which came with a year of membership (i.e. \$40 for membership + \$25 registration fee). We also offered a lunch, which was a huge hassle, and had people pay for it at registration. All this was managed through paypal**
3. Did we offer CEUs, and if so which ones? **No, we didn't do this.**
4. Was there feedback about preferred days/times for future conferences? (I guess this one is, can we have the evaluation feedback?)
<https://thealaskaevaluationnetwork.wildapricot.org/Conference>