



**Minutes**  
**AKEN Board Meeting**

Thursday, November 29, 2018, 1:00-2:00pm by Zoom

**In attendance:** Rebekah Moras, Corrie Whitmore, Alex Olah, Dani Reed, Alda Norris, Diana Redwood. Tara has stepped down from her student position. Emily has been busy coordinating the Project Homeless Connect count in Kodiak.

**Quorum:** Bylaws state at least two board members for general meetings, but no minimum for board meetings. We currently have six board members, and discussed considering four members a quorum.

**1. WildApricot (Discussion Group) 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 discussion group/forum on Wild Apricot that automatically updates emails/members. Should we allow it to be publicly viewed?
- c. 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

**Discussion:** Some members are getting stuff twice, but if we only send it to one list, we also miss some folks. Having to log in to something separate may deter people from using it. Members will still get our announcements in their regular email inbox, but would need to log in to use the discussion forum. We need members to keep their email addresses up to date. After a motion to switch to Wild Apricot, all voting members by roll call said "aye."

- 2. To Wild or To Pay?:** Should we switch to WildApricot payments from PayPal? (see email attached as appendix to minutes)

**Discussion:** The fees are the same as PayPal. Major difference is that money is sent directly to our AlaskaUSA account rather than us having to transfer from PayPal. Members will log in and pay within WildApricot. After a motion to switch to Wild Apricot, all voting members by roll call said “aye.”

**3. Membership 1 year from registration:**

- a. Current language from ByLaws:
  - III.5. “The period of membership is January 1 through December 31 of a calendar year.”
- b. Propose change to:
  - “The period of membership is one full year from the date that membership dues are paid.”

**Discussion:** Corrie has already loaded the new language into the ballot, and it will be voted on in the election. Corrie has bios for board candidates and needs list of mailing addresses.

**4. December Social**

- a. Thursday, December 20, 2018, 12:00 – 1:00pm
- b. Food - \$150 to \$200 in past, for 15 to 20 people
- c. Marketing- Alex will send announcement through WildApricot, membership not required to attend (recruitment opportunity)

**Discussion:** Food in past has been light lunch and beverages. BP Center requires use of their catering service for certain crowd sizes. Regional meetings to be considered in future (such as a Fairbanks social). Possible activities include Evaluator Bingo or speed networking.

**5. Conference update**

- a. Proposal deadline was 11/12, extension to 11/30
- b. Working group meeting [Tues., 12/4 at 10:00am](#) to read proposals
- c. Conference Fees: 2015 was \$25 member, \$65 non-member (which included automatic membership), board agreed making fees an incentive to join made sense

**Discussion:** Corrie noted that AKEN’s size has faltered since its beginning in 2012 and we need to increase our membership; our current funds should be focused on recruitment efforts, so if free lunch gets people in the door,

do it! We are investing in improving evaluation in Alaska. One suggestion was using money to bring a keynote speaker to the conference.

We currently have \$3709.91 in our account and 27 active (paid) members. A motion was passed unanimously to put a bylaws change on the ballot proposing to reduce the number of general meetings (minimum 3 instead of 6). This could increase their quality and allow us pay for food at all meetings. We do need to reserve a certain amount to pay for WildApricot and for the bank minimum balance.

#### 6. **AKEN email:**

- a. Thank You Diana for checking Sept.-Nov. 2018
- b. Dani will check for Dec. 2018-Feb. 2019

#### 7. **Scheduling 2019 General Meetings**

- a. Who wants calendar invites? Reb can add you or you can do manually:

- **General Meeting - Third Thursdays (Feb-Jun-Oct-Dec)**

1. [February: 2/21, 12-1pm](#)
2. [June: 6/20, 12-1pm](#)
3. [October: 10/17, 12-1pm](#)
4. [December: 12/19, 12-1pm](#) - Winter Social

- **AKEN Board Meeting - Third Thursdays (Jan-Mar-May-Jul-Sept-Nov)**

1. [January: 1/17, 12-1pm](#)
2. [March: 3/21, 12-1pm](#)
3. [May: 5/16, 12-1pm](#)
4. [July: 7/18, 12-1pm](#)
5. [September: 9/19, 12-1pm](#)
6. [November: 11/21, 12-1pm](#)

#### 8. **Strategic Planning (to discuss at next meeting)**

- a. Revisiting strategic planning documents in 2019 (in google drive folder [STRATEGIC PLANNING](#))

#### 9. What are each Board members goals for this fiscal year?

- a. Ideas:

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

[General flier for dissemination](#)

# EMAIL ABOUT USING WILD APRICOT FOR PAYMENTS

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