

Board of Managers Meeting
January 29, 2015 12:15-1:15pm (Alaska Time)

AKEN Agenda
 [Location: ANTHC 3900 Ambassador Drive
 Floor 4 room 411
 Teleconference: 1-877-446-3914 Code 835125

Attendees: **In Person: Lakota Holman, Corrie Whitmore**
Via Teleconference: Iris Matthews, Douglas Cost, Rosyland Frazier

Topic	Discussion/Activities	Follow-up/Action Items
Call to order		12:17 pm
Review of Agenda		No Change
Approval of Minutes	November 12, 2014 meeting	Tabled to March Board of Mangers Meeting
Electronic Voting Process		No Change
Changes to Bylaws		No Change
Treasurer Report	Financial update	\$1,214.04 in the Alaska USA account \$485.00 in the PayPal account. Iris will request the PayPal funds be deposited in the Alaska USA account. Planned expenses: \$50.00 - State of Alaska nonprofit filing fee \$300.00 – Annika fee for Wild Apricot Unknown – Conference related expenses
Committee Updates		
Preparation for February General Membership business meeting	Reoccurring general membership meeting and Board of Managers – dates and locations for the year	Lakota Holman will send out the annual meeting schedule for the Board of Managers and General Membership meeting which will include the date and when possible the location. The February General Membership meeting is scheduled the CHD Boardroom for the February general membership meeting on the first Thursday, 2/5/15, 11:30am to 1pm. The topic for the meeting in February

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		might be "Challenges and Strategies for Sustainability in Nonprofit Research/Evaluation Organizations."
Membership Committee	<p>Membership committee update</p> <p>Dissemination of communications plan; timeline; who is responsible for what</p>	<p>Roxy Lamar is the chair of the Membership Committee. Committee no represented today. Iris Mattews reported that there are 11 paid AKEN membership from December to today. One person paid for two memberships with no comments. Unclear if this is a mistake or e membership intended for another person. Iris will follow up for clarification. There was a reminder that all the Board of Managers need to renew their memberships.</p>
Program Committee	<p>Program committee update</p> <p>Potential topics</p> <p>Pooling of suggested topics</p>	<p>Lexi is the Chair. This committee did not have report today.</p>
Nominating Committee	<p>Nominating committee update</p>	<p>This committee did not have report today. It is most active in the fall (October to December) prior to annual election.</p>
Conference Committee	<p>Update on Proposal submissions-review and selection</p> <p>Update on Conference Planning-registration process</p> <p>Update Conference Finances</p>	<p>Corrie provided a report.</p> <p>The committee has received 17 proposals for the conference. February 15th accepted proposals will be announced.</p> <p>The overall conference costs are relatively low – space and presentation equipment and supplies are being donated. Anticipated costs are for printing of the program and refreshment items for the reception. The registration fee expected to cover these costs. After a brief discussion it was recommended that the registration will be \$25.00 per person.</p> <p>Wild Apricot is the selected software for the conference registration and management of the membership. Iris will work with Lexi Hill to set up the payment for Wild Apricot.</p> <p>Mail Chimp (refer to communications plan) can be used to advertise the conference.</p>

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		<p>Conference schedule: -Wednesday evening poster reception; -Thursday sessions -Friday morning Keynote speaker and additional sessions through noon. Depending on the number of accepted program submissions the Keynote can be moved to Thursday afternoon.</p> <p>Lunch Thursday lunch will be an optional box lunch.</p>
ANNOUNCEMENTS, EMERGING ISSUES, OPPORTUNITIES		
Announcements		<p>Iris suggests the non-profit certification be added as an emerging issue for future discussion.</p> <p>This certification was suggested as part of the strategic planning process and is among the stages in preparation for federal nonprofit status. There was a request for further discussion to confirm this is the next. Once AKEN has state nonprofit status biannual reports will be required.</p> <p>This issue will be reviewed in the spring after the conference in April along with a full outline of related costs.</p>
Next Meeting	Next meeting: General Membership Meeting February 5, 2015 11:30 to-1:00pm UAA Center for Human Development 2702 Gambell Street, Suite 103] Boardroom Teleconference: Pending	Next meeting: General Membership Meeting February 5, 2015 11:30 to-1:00pm UAA Center for Human Development 2702 Gambell Street, Suite 103] Boardroom Teleconference: Pending
Adjournment		12:30 pm