



Agenda
AKEN Board Meeting
Wednesday, January 24, 2018
Call by Zoom 11-12pm

Attendees: Alda Norris, Corrie Whitmore, Danielle Reed, Diana Redwood, Rebekah Moras

1. Treasurer update

Diana reported that we have \$4006.72 in the account. Our Wild Apricot renewal is due February 4th and will result in a deduction of \$480. It will be charged to her credit card and then be reimbursed through AKEN by check. There were two renewals since the last reminder, and the money has been pulled into the bank account from Paypal, so we are current.

2. Website

Corrie was billed by GoDaddy to Paypal for \$100.85 for another 5 years of the custom website address because the deadline to cancel was missed. She inquired as to whether the board is willing to reimburse her. The board agreed to reimburse, and that we need to link the account/next renewal to the AKEN gmail account so that the board, as it changes over the years, still has access. Rebekah will put a future reminder on the calendar to discuss the next renewal. Corrie will correspond with Diana about reimbursement.

3. February program/general meeting

Corrie is planning a presentation on teaching evaluation. A Monday, Wednesday, or Friday would work best. Diana is not available mid-February and will be traveling on Fridays. A tentative date of Wednesday the 21st was chosen with a potential space at 1901 Bragaw. Corrie will follow up after checking about the space. The traditional time is 11:30am to 1pm with a short business meeting followed by the presentation. Danielle offered to create a flyer, and Rebekah will create an agenda. Alda will be absent, so another board member will need to take notes.

4. Recruitment

Danielle can use Piktochart to create a draft of a student liaison recruitment flyer for feedback. The flyer would be handed out to classes or student groups, or to send by email by request.

We need to recruit for Membership, Program, Conference, and Nominating committees. Corrie would like to be replaced on the nominations and elections committee; will wait to step down until someone volunteers to take over. Taija does not want to be named conference chair, but is interested in helping.

5. Posting [Meeting Minutes](#)

Alda is working on updating the minutes archive. The page for past minutes has been re-linked and is now visible to the public, and 2017 minutes are being added to get us current.

6. UAA Advancement's AKEN story

Danielle reached out to Advancement but has not heard back.

7. Conference 2019 Planning

Rebekah noted that the 2015 conference evals said April was the best month to schedule the conference. Taija Revels suggested late February/early March 2019; also possibly a "big name" speaker in evaluation + cultural responsiveness/competency

We should try to book space now - waiting on ANTHC; someone to check on BP Energy. It sounds like we can get tech support at ANTHC.

Possible topics to include in CFP: youth focused evaluation; evaluation on a shoe string budget; collaboration; evaluation example Rebekah likes: "Evaluation in Alaska [Emerging Evidence Case Study: Qungasvik Toolbox](#)"

The board looked at March dates for the conference. The week of the 11th is a common Spring Break and many attendees would potentially not have child care. A poster session and a full day of sessions is possible. Rebekah will check the space availability with Taija regarding March 8th or March 22nd, 2019. She also suggested speaker training regarding accessibility principles.

For reference, in 2015 about 50 people attended. No CEUs were offered. Costs were \$15 for student/affiliate member, \$25 for full member, and \$65 for non-members, which included a year of membership (i.e. \$40 for membership + \$25 registration fee).

The list of website administrators needs updating. Alda will make Danielle and Rebekah admins instead of Lexi and Iris. Admins should be able to link their Facebook or Google+ accounts to log in and see the admin menu upon sign in.

Meeting adjourned at 11:36am