

MINUTES - Meeting of the  
**AEG FOUNDATION BOARD OF DIRECTORS**

**Teleconference**  
**6:00 PM ET (3:00 PM PT), Monday, January 10, 2022**

1) Call to Order and Welcome ..... President Neal

2) Roll Call to Establish Quorum..... Secretary Munro

Attending: Officers - President Neal, Vice President Tepel, Treasurer Morris, Secretary Munro;  
Directors – Evans, Kreuger, Lasky, Lenz, Smith, Saindon, Vetter; Operations Manager  
Vazquez. Absent – None. Guest – None.

3) Agenda Additions or Changes and/or Orders of the Day (Action)..... President Neal  
None

**4) Consent Agenda**

a) Operations Manager’s Report ..... Operations Manager Vazquez

- i) Membership List
- ii) 2021 Donors
- iii) YTD Fund Donations
- iv) Year End Appeal

Motion made to approve Consent Agenda, seconded, approved unanimously, no abstentions.

5) **Strategic Discussions**.....President Neal

a) Secretary’s Report.....Secretary Munro

Approval of Meeting Minutes of December 13, 2021 (Action)

Motion made to approve Minutes, seconded, approved unanimously, no abstentions.

- i) Secretary’s action on signing documents: None

- b) Treasurer's Report..... Treasurers Smith/Morris
- i) Monthly Treasurer Report: Outgoing Treasurer Smith's last report. Assets up \$8,000 on 1/10/22 from Treasurer's December Report.
  - ii) YTD Financials: Outgoing Treasurer Smith will work with incoming Treasurer Morris for analysis of 2021 income. Over 300K threshold so will need to have an audit. Treasurer Morris has all required access. Will work with Past Treasurer Smith going forward.
- c) Fund Liaison Report .....Director Lenz
- Director Lenz sent a Christmas email to major donors/fund champions and received many responses thanking the Foundation. Gary Luce asked in a subsequent email for an up to date balance on Waters account. Operations Manager Vazquez sends report of funds available with annual applications. Past Treasurer Smith thinks we send quarterly.
- d) Programs Committee Update ..... Director Morris
- Secretary Munro working on finalizing revised charters. There are a couple of charter reviews to be done in 2022.
- e) President's Report.....President Neal
- i) Jahns Lecturer Process:  
President Neal received the process from AEG President German. AEG does not have a role in the process. GSA handles all of the paperwork. AEGF could modify its charter to let AEGF reimburse GSA directly, not through AEG. AEGF should develop a way to be acknowledged for its funding. Suggestion made to provide a power point slide for the Lecturer to include in their talks.
  - ii) Midyear Meeting requirements:  
Director Kreuger will host the midyear meeting to be held March 19 and 20 at his office in St. Louis. Vaccinations and masks are required for all using his conference room. Director Vetter will attend virtually. Go To Meeting will be used for those attending virtually. Director Kreuger sent information regarding hotels to the BOD.
  - iii) Alex's contract:  
President Neal finalized Operation Manager Vazquez' contract. Contract amount the same but changed a lot of the language. Contract is with A Vazquez Consulting, not Alex the person. **Action Item: Operation Manager Vazquez to send copy to the BOD.**
  - iv) Programs Committee Chair:  
A new Programs Committee chair is needed to replace incoming Treasurer Morris. President Neal asked for a volunteer. **Action Item: BOD members considering volunteering to contact Treasurer Morris.**

v) Fund Discussion:

Gary Luce would like to set up a Shlemon conference with this year’s annual AEG meeting in Los Vegas. Shlemon charter allows anyone to organize a meeting. Roy Shlemon needs to approve. Shlemon fund has the funds so if Luce wants to organize the conference he needs to meet Shlemon’s criteria.

Action Item: President Neal to discuss with Gary Luce. Director Lenz to contact Roy Shlemon regarding this proposed Shlemon conference. Gary Luce will need to come up with budget.

vi) Grant Applications:

Need to update web page to include all grants. Action Item: Programs Committee tasked to do it.

f) Finance Committee Report .....Director Kreuger

i) Audit and CPA: Will need to have audit. Need to get a CPA on board. Action Item: Director Kreuger to set up introductory meeting between EC, Finance Committee, CPA and President Neal.

ii) Finance policies (Vote): Director Kreuger could not find a signed copy of the Disbursement Policy; he made minor updates. Motion made to approve Disbursement Policy as amended, seconded, approved unanimously, Director Kreuger abstained. Action Item: Secretary Munro to sign this and prior 2 policies from last meeting.

g) StateScape: AEG is not sponsoring so AEGF will not pursue.

6) New Business..... President Neal

a) None

7) Old Business..... President Neal

a) Action Item List:

Action Item: Secretary Munro to update.

Next Meeting

Monday, February 14, 2022 at 3PM Pacific / 6PM Eastern

Adjournment 4:47 PM Pacific Time

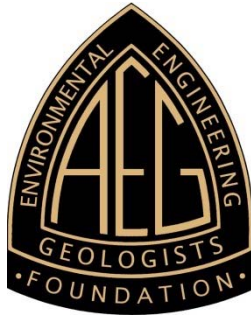
Respectfully submitted by:



Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 1/10/22





Minutes - Meeting of the  
**AEG FOUNDATION BOARD OF DIRECTORS**

**Teleconference**  
**6:00 PM ET (3:00 PM PT), Monday, February 14, 2022**

1) Call to Order and Welcome ..... President Neal

2) Roll Call to Establish Quorum..... Secretary Munro  
Attending: Officers - President Neal, Secretary Munro; Directors – Evans, Kreuger, Lasky, Lenz, Smith, Saindon, Vetter; Operations Manager Vazquez. Absent – Vice President Tepel, Treasurer Morris. Guest – None.

3) Agenda Additions or Changes and/or Orders of the Day (Action)..... President Neal  
None

**4) Consent Agenda**

- a) Operations Manager’s Report ..... Operations Manager Vazquez
  - i) Membership List
  - ii) 2022 Donors
  - iii) YTD Fund Donations

Motion made to approve Consent Agenda, seconded, approved unanimously, no abstentions.

5) **Strategic Discussions**.....President Neal

- a) Secretary’s Report.....Secretary Munro
  - i) Approval of Meeting Minutes of January 10, 2022 (Action)

Motion made to approve Minutes, seconded, approved unanimously, no abstentions.

- ii) Secretary’s action on signing documents  
 All charters identified by past Programs Committee Chair Morris except Jahns revised and signed/stamped. All sent to CPA. Smith found 3 additional. **Action Item: Operations Manager Vazquez to have signed/stamped posted to website.**
- b) Treasurer’s Report.....Treasurer Morris
  - i) Monthly Treasurer Report: Report in BOD package. Operations Manager Vazquez goes by postmark for reports.
  - ii) YTD Financials: Thru 11-21
  - iii) Reconciling 2021: **Action Item: Needs to be reconciled with Director Evans Charter.**
- c) Fund Liaison Report .....Director Lenz  
 Reached out to Gary Luce and Roy Shlemon about a specialty conference at Las Vegas annual meeting. No response yet.
- d) Programs Committee Update ..... President Neal  
 Committee needs new chair, however no one has volunteered to date. Director Saindon will consider volunteering. **Action Item: Send role and responsibilities to Director Saindon.**
- e) Jahns Charter .....Director Smith  
**Action Item: Secretary Munro to make revisions to charter and circulate to BOD for review.**
- f) President’s Report.....President Neal
  - i) Midyear Meeting Agenda & Topics: Director Kreuger’s company will host the mid-year meeting and will buy Saturday lunch (BBQ) and Duane will buy dinner. Directors Saindon and Lenz will help take people to airport on Sun. No restaurant at hotel but within walking distance. **Action Items: BOD to send agenda items to President Neal. Director Kreuger to invite Investment Manager Peck to meeting.**
  - ii) Programs Committee Chair: See 5d.
  - iii) Young Professionals Program: AEGF can’t support. **Action Item: President Neal to respond to AEG President German.**
  - iv) Audit: Questionnaire received from auditor: **Action Items: Director Smith to review and make comments. Operations Manager Vazquez to finish hers the week of 2/18. AEGF accountant working on her part. Operations Manager Vazquez will compile.**
- g) Finance Committee Report .....Director Kreuger
  - i) Finance policies (Vote): Director Smith will continue to serve on committee. **Action Item: Director Kreuger to schedule call.**
- h) Non discrimination policy (Vote) .....Director Kreuger

Clarification: Diversity, equity, and inclusion policy, not nondiscrimination. **Action Item: Have all documents by Wed. before mid-year BOD meeting for review. Operations Manager Vazquez will distribute.**

i) Scholarship Applications .....Operations Manager Vazquez  
33 applicants, 82 applications. Review process in progress by Operations Manager Vazquez who will send packages this week. Won't have final fund balances this week, need to reconcile.

6) New Business..... President Neal

a) None

7) Old Business..... President Neal

a) Action Item List

b) Silent Auction: Platform, not items or money, will be handled by Director Lenz. Items to be brought to and distributed at meeting like usual. Operations Manager Vazquez will handle large items not physically at meeting. **Action Item: Need write up for Insider.**

Next Meeting

Mid year meeting March 19 & 20 will start at 9 AM Central

Adjournment at 4:12 PM Pacific

Respectfully submitted by:

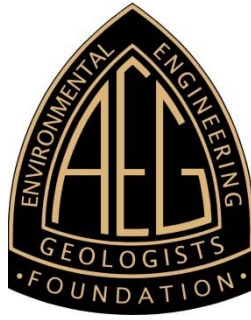


Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 3/19/22







**MINUTES - MEETING OF THE  
AEG FOUNDATION BOARD OF DIRECTORS**

**2022 Mid-Year Board Meeting  
Saturday, March 19, 2022  
Sunday, March 20, 2022  
St. Louis, MO and via GotoMeeting**

**Day ONE**

**9:00 AM – 9:30 AM**

- 1) Call to Order and Welcome..... President Neal
- 2) Roll Call to Establish Quorum ..... Secretary Munro  
Attending: Officers - President Neal, Vice President Tepel, Treasurer Morris, Secretary Munro; Directors – Evans, Kreuger, Lasky, Lenz, Smith, Saindon, Vetter; Operations Manager Vazquez. Absent – None. Guest – Financial Advisor Peck.
- 3) Agenda Additions or Changes and/or Orders of the Day (Action) ..... President Neal  
None
- 4) Secretary’s Report ..... Secretary Munro
  - a) Approval of Meeting Minutes of February 14, 2022 (Action)  
Motion made to approve Minutes, seconded, approved unanimously, no abstentions.
  - b) Secretary’s action on signing documents  
**Action Item: Secretary to send executed policies to Operations Manager Vazquez.**
- 5) President’s Comments ..... President Neal  
Vice President Tepel and Director Kreuger continue to provide support and institutional memory. The Foundation has record funds. State compliance has been accomplished. However, the website and email are not functioning as needed. Responsiveness has not been adequate. These need to be addressed and improved.

**9:30 AM – 10:45 AM**

6) Financials ..... Treasurer Morris

a) Orientation

Wells Fargo utilized for funds coming in, including credit card transactions, also to pay fees, then move funds to Fidelity for operations (checks) and investments. Current credit card fee is high. Need to look for other options. Use Quickbooks to reconcile financials. A business system would help with many Foundation issues including institutional memory. Adopting new business system discussed further during meeting. **Action Items: Treasurer Morris to review fees we’re paying, look for other options. Treasurer Morris to check into getting a Foundation credit card.**

b) 2021 Financial Statements presented by Past Treasurer Smith

7) State Fundraising Compliance and Registration ..... President Neal

Need to notify states of new Treasurer Morris however need to close 2021 year end before we can switch. Data has been sent to AEGF auditor.

**Action Items: President Neal and Treasurer Morris to make sure there are contracts for all outside services.**

8) 2022 Budget Revision ..... Treasurer Morris

Need to add cost for audit and add upfront cost for new business management system and recurring monthly fee.

Treasurer Morris made motion to modify the FY2022 Budget as follows: Increase Expense Line Item 501 by \$3,500 to account for increased costs associated with the 2021 audit. Increase Expense Line Item 513 by \$10,600 to subscribe to a business management system to include a website, file storage, email, and donation/fund management systems. Motion seconded, approved unanimously, no abstentions. Director Evans will donate \$5000 towards the new business system.

9) 2023 Budget ..... Treasurer Morris

**Action Item: Treasurer Morris and Finance Committee to begin in August for BOD review and vote at September annual meeting.**

10) 2021 Match ..... Treasurer Morris

Matching funds in memory of John Williams were pledged by seven AEGF BOD members in various scenarios. These were not all coordinated and communications were also not coordinated or clear. William’s family agreed donations could be in his memory and would be transferred from Greatest Need to individual funds. AEGF misspoke in communications regarding available matching funds. Director Evans wrote check at meeting for \$10,000 which is 20% as specified in his fund.

New topic: Scholarship amounts are set in the budget which is approved in September. Discussed how to set amount. For 2023 Treasurer Morris will approach fund champions

during budgeting process regarding how much they want to give. If they decide to change the amount later based on applications received they can ask for an increase.

11) Break

12) Board Member Term Discussion.....President Neal/Director Kreuger

Director Kreuger: Poll of current members to serve remainder of the year. All agreed.

13) Committees and Board Expansion.....President Neal

Nominations Committee members Evans, Laskey, Lenz, and Smith agreed to continue.

Three committees are required by bylaws, Finance, Programs, and Nominating. All are active. Director Vetter is currently Communications Committee. Do not currently have a Fundraising Committee. Need new Committee members for those and other existing committees.

Board member expansion is not currently planned.

14) New Business

a. How to attract new board members

Discussed on Day Two

b. Donor communications and stewardship ..... Director Lenz

Director Lenz sends emails before each meeting and calls at least once a year in addition to responding to communications from major donors and fund sponsors.

**Action Items: Director Lenz to share budgeting process for scholarships with them. Director Lenz and BOD to ask for suggestions for BOD members. President Neal to follow Past President Flanigan's checklist for communications. Director Lenz to add Director Evans and Past Director Steckel to list of founders. Secretary Munro to review notes and minutes for ideas to address their concerns.**

c. Business model ..... President Neal

- i. Communicating fund balances, schedules, etc: Need the information for communication, then need to communicate, but the information is not typically available in the time frame that is desired. Example is scholarship applications. Timing should improve when the new business system-website is in place, hopefully by September annual meeting.

**Action Item: Change deadline for scholarship applications to January 15.**

**12:00 AM – 12:45 AM Working Lunch**

15) Workshop: Required and Recommended Policies..... Vice President Tepel

Don't just try to solve short term problems but focus on long term as well. Director Kreuger created format for policies. Need to get as much done by September as possible. Start with gift acceptance, financial review, and investment policies.

16) Lunch

**12:45 PM – 1:30 PM**

17) Workshop: The endowment enigma and related mysteries ..... Vice President Tepel  
UPMIFA: Definition of endowments in UPMIFA not same as other entities. Need to work with donors on endowments.

Gift instrument discussed.

**1:30PM – 2:00**

18) Investment Report ..... Guest Peck  
AEGF Financial Advisor Peck reviewed income. Discussed:

Capital Gains

Dividend Growth

2021 return 13%, long term goal 6%

19) Workshop: Investment Policy Development ..... Vice President Tepel  
Began discussion, concluded in 20) a.

**2:00-2:30PM**

20) Policies (Vote) ..... President Neal  
a. Investment Policy (vote)

Board can delegate oversight to an investment committee, but it must be named "Investment Committee" and must consist only of Directors. It also must have no other duties.

Motion made to approve Investment Policy as included board package, seconded, approved unanimously, no abstentions.

Upon adoption of the Investment Policy, Board elected not to create an Investment Committee and elected to retain oversight of the Investment Manager by the Board.

b. DEI Policy (vote)

Motion made to approve, seconded, approved unanimously, no abstentions. **Action Item: Secretary Munro to add page nos. and sign/stamp policy.**

**2:30PM – 2:45PM**

21) Break

**2:45 PM – 3:25 PM**

22) Website ..... President Neal

Need to switch to SharePoint or similar system with auto update to Website. This will be part of the new business system. Director Saindon making a to do list.

23) Filing system ..... President Neal

Need to switch to SharePoint or similar system as part of the new business system.

24) Email System ..... President Neal

Could be SharePoint, stand alone, or other. Needs to work with the new business system.

**3:25 PM – 3:50 PM**

25) Committee Discussions and Reports ..... President Neal

Director Saindon new chair of Programs Committee. New and scheduled updated charters completed. Director Saindon has schedule for reviews. **Action Item: Compile list of responsible party for review of each Fund.**

Consideration of consolidating Shlemon’s funds. **Action Item: Past President Cato and Treasurer Munro to schedule an in-person meeting with Shlemon.**

**3:50 - 4:15 Closed Session**

26) Operation Manager Review ..... President Neal

Closed session to discuss personnel matters. The Board took no action.

**Day TWO**

**8:00 AM – 8:30 AM**

- 1) Summary of Website and File Storage Ideas ..... President Neal  
 Treasurer Morris and Director Saindon volunteered to be Committee to research new website and file storage system. **Action Item: Morris and Saindon to report on progress at April meeting.**
- 2) Conflict of interest form: Signed by all at the meeting.

**8:30 AM – 9:30 AM**

- 2) Programs Discussion ..... President Neal
  - a. Update on Scholarships  
 Applications coming in. Deadlines week before April and May meetings.
  - b. One charter - Jahns charter to discuss (vote).....Secretary Munro  
 Increase support to \$6000 as GSA has agreed to AEGF request to also increase to \$6000. Add language to grant application. President Neal will talk to Steven Slaughter at GSA regarding process. Add process to grant application. Add process and grant application to fund charter as Appendix 5. Update recipients. Vote on revisions at April meeting. **Action Items: Director Smith to update Grant Application and send to Secretary Munro. Secretary Munro to make revisions to charter and send to Operations Manager Vazquez to distribute to BOD for review.**
  - c. Cornerstone Fund.....Vice President Tepel  
 Due to lack of activity, Vice President Tepel, the fund founder, proposed to dissolve the fund and allocate the fund balance for business systems improvement. Motion made that AEGF close Cornerstone Fund due to lack of applications, AEGF to contact 2021 donors to reallocate their donations if desired, and to allocate Fund balance for business systems improvements. Motion seconded, passed unanimously, no abstentions. **Action Item: Treasurer Morris to contact 2021 donors Gath and Bieber regarding reallocation of their 2021 donations.**
- 3) Scheduling for applications ..... President Neal
  - d. Fund Charter Review Schedule.....Director Morris and Director Saindon  
 Fund applications due Jan. 15.
- 4) Shlemon Conference ..... President Neal  
 Gary Luce still considering a Shlemon Conference to coincide with 2022 Las Vegas Annual Meeting. To be successful needs a good topic and partners. May be too late to implement.

**9:30 AM – 9:45 AM**

- 5) Break

**9:45 AM – 10:30 AM**

6) Annual Meeting ..... President Neal

a) Silent Auction.....Director Lenz

Director Lenz outlined process his company’s very successful annual online silent auction has used, which AEGF will adopt. Director Lenz’s staff member will administer. Photos of donated items will be needed for AEGF online auction. Donors will be responsible for shipping. Donated items brought to meeting outside of online auction will need to be sold separately by AEGF at meeting. **Action Item: Director Vetter to post online auction on Insider.**

b) Field Trip or Fundraising Activity

No suggestions

c) Donor Reception

Will plan to hold on Wednesday before Special Event. Secretary Munro volunteered to be onsite lead and Director Laskey volunteered to assist. Director Vetter volunteered to assist if she can attend. **Action Item: Operations Manager Vazquez to check with AEG Meetings Manager Clark for venue, details, cost.**

d) Luncheon (vote)

Joint lunch will be held with AEG Executive Council. Vote not necessary.

**10:30 AM – 10:40 PM** ..... President Neal

7) Additional Business

Banner or skirt for booth at AEG annual meeting. Need signage. **Action Item: Contact Past Director Gill-Shaler.**

Potential new board members: Consider past scholarship winners, younger AEG members.

8) Next Meeting

Monday, April 11, 2022

9) Adjournment

10:40 AM

Next Meeting: Monday, April 11, 2022 at 3PM Pacific/6PM Eastern GotoMeeting

Respectfully submitted by:

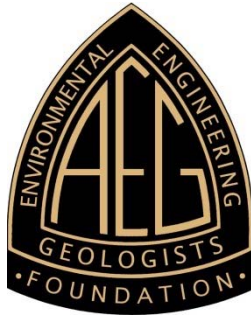


Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 4/11/22







**MINUTES - Meeting of the  
AEG FOUNDATION BOARD OF DIRECTORS**

**Teleconference  
6:00 PM ET (3:00 PM PT), Monday, April 11, 2022**

- 1) Call to Order and Welcome ..... President Neal
- 2) Roll Call to Establish Quorum..... Secretary Munro  
Attending: Officers - President Neal, Vice President Tepel, Secretary Munro; Directors – Evans, Kreuger, Lasky, Lenz, Smith, Saindon, Vetter; Operations Manager Vazquez. Absent – Treasurer Morris. Guest – none.
- 3) Agenda Additions or Changes and/or Orders of the Day (Action)..... President Neal  
None
- 4) **Consent Agenda**
  - a) Operations Manager’s Report ..... Operations Manager Vazquez
    - i) Membership List
    - ii) 2022 Donors
    - iii) YTD Fund DonationsMotion made to approve the Consent Agenda, seconded. Approved unanimously, no abstentions.
- 5) **Strategic Discussions**.....President Neal
  - a) Secretary’s Report.....Secretary Munro
    - i) Approval of Meeting Minutes of March Midyear Meeting (Action): Motion approved unanimously, no abstentions.

- ii) Secretary's action on signing documents  
None
- b) Treasurer's Report.....Treasurer Morris  
Treasurer Morris not able to attend.
  - i) Monthly Treasurer Report
  - ii) YTD Financials
- c) Fund Liaison Report .....Director Lenz  
Director Lenz sent brief summary to major donors, received some positive responses. Major donors want to know their current fund balance. Deb followed up saying frustrated but she canceled planned call with Jason and will send email. She thinks there is lack of communication, not getting acknowledgement of her emails. Deb and Kupers want to know how much money in their fund. Vice President Tepel proposed a quarterly newsletter or report with this information. According to Director Saindon this can be accomplished on the Foundation's new web page once it is set up however need to provide on a regular basis until then as previously intended. **Action Item: Operations Manager Vazquez to send Friday 4/15. Thereafter Treasurer Morris to send out monthly.**
- d) Programs Committee Update .....Director Saindon  
No current action.
- e) Jahns Charter .....Director Saindon
  - i) Jahns Grant Application.....President Neal  
Motion made to approve revisions to Jahns Fund Charter, seconded. Approved unanimously, no abstentions. **Action Item: Secretary Munro to finalize and sign.**
- f) President's Report.....President Neal
  - i) Audit: Auditor received requested documents and is reviewing.
  - ii) Activities Outline: List of Presidential tasks with dates exists. **Action Item: Director Kreuger to take lead in adding actions by committees to the list.**
  - iii) Match: Treasurer Morris not present, tabled until next meeting.
  - iv) Discussion with Morley: Young Professionals Program pays for one professional to attend annual meeting, how to finance, Morley would fund \$10,000, but needs a vehicle. AEG administers a grant each year that Director Evans donates to. Discussed the potential of Morley funding that for a year or two until AEGF can establish a vehicle for funding and managing. **Action Item: President Neal Ken to write up temporary funding vehicle for BOD review.**
  - v) AEG Midyear meeting: **Action Item: President Neal to request that Jahn's lecturer recognize AEGF and GSA for funding it and to promote Shlemon conferences.**

g) Management program & website update.....Director Saindon & Director Morris  
 Director Saindon compiled a list of what we want for website, sent to Treasurer Morris and  
 Operations Manager Velazquez for review and has some candidate companies. **Action  
 Item: Director Saindon & Director Morris hope to choose by end of the month.**

h) Finance Committee Report .....Director Kreuger  
 Director Kreuger had to leave before this agenda item.

i) Policies .....Tepel  
 i) Status report in package  
 ii) Draft Whistleblower policy in package for review. Working on Anti-discrimination policy.

j) Nominations Committee Report .....Kreuger  
 Committee met and have another planned.

k) Scholarship & Grant Applications (Vote) .....Operations Manager Vazquez  
 Motion made to approved Jahns’ grant application, seconded. Approved unanimously, no  
 abstentions.

List of Scholarship & Grant recommendations in board package. Vice President Tepel  
 noted that a scholarship or grant to a recipient at an out of country school may not be allowed  
 or at least could cost AEGF too much money to implement (IRS etc.) so shouldn’t fund  
 Diversity Scholarship recommendation Amusan (Nigerian school) at this time. Need  
 professional advice for charter reviews and policy to advise funds. Motion made to approve  
 recommendations except for Diversity Scholarship recommended Amusan, seconded. Motion  
 approved, not abstentions

6) New Business..... President Neal  
 a) None

7) Old Business..... President Neal  
 a) Action Item List not discussed

Next Meeting May 9, 2022 at 3PM Pacific / 6PM Eastern

Adjournment 4:53 Pacific

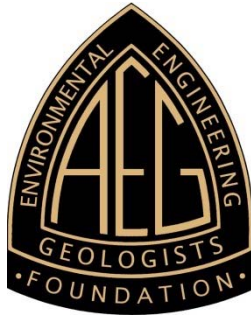
Respectfully submitted by:



Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 5/9/22





Minutes - Meeting of the  
**AEG FOUNDATION BOARD OF DIRECTORS**

**Teleconference**  
**6:00 PM ET (3:00 PM PT), Monday, May 9, 2022**

- 1) Call to Order and Welcome ..... President Neal
- 2) Roll Call to Establish Quorum..... Secretary Munro  
Attending: Officers - President Neal, Vice President Tepel, Treasurer Morris, Secretary Munro;  
Directors – Evans, Kreuger, Lasky, Smith, Saindon; Operations Manager Vazquez. Absent –  
Directors Lenz, Vetter. Guest – none.
- 3) Agenda Additions or Changes and/or Orders of the Day (Action)..... President Neal  
None.
- 4) Consent Agenda
  - a) Operations Manager’s Report ..... Operations Manager Vazquez
    - i) Membership List
    - ii) 2022 Donors
    - iii) YTD Fund DonationsMotion made to approve the Consent Agenda, seconded. Approved unanimously, no abstentions.
- 5) Strategic Discussions.....President Neal
  - a) Secretary’s Report.....Secretary Munro
    - i) Approval of Meeting Minutes of March Midyear Meeting (Action)  
Motion made to approve the March Minutes, seconded, approved unanimously, no abstentions.

- ii) Secretary’s action on signing documents  
None
  
- b) Treasurer’s Report.....Treasurer Morris
  - i) Monthly Treasurer Report  
In BOD package
  - ii) YTD Financials  
In BOD package
  
- c) Fund Liaison Report .....Director Lenz  
Director Lenz not present, no report presented.
  
- d) Programs Committee Update .....Director Saindon  
Director Saindon spoke with some of the fund champions, progress being made.
  
- e) President’s Report.....President Neal
  - i) Audit: Audit is underway, auditor requested additional information from Operations Manager Vazquez.
  - ii) Activities Outline: Outline is in progress, Director Kreuger to have a draft in next couple months.
  - iii) Discussion with Morley: We are looking for a fund to accommodate.
  - iv) Jahns Lecturer update: Procedure is documented, current lecturer understands procedure.
  - v) Residency update: New residence policy to be posted on the website, student must be a resident and enrolled in a US school.
  - vi) AEG midyear board meeting: No loose ends.
  - vii) Fund balance by Operations Manager Vazquez: Operations Manager Vazquez contacting accountant regarding a possible balance difference in the West Grey fund.
  - viii) Silent Auction description text: Director Vetter having typo corrected. AEG News with request for items to auction is coming out soon. **Action Item: Director Vetter to discuss the specifics of how it will work with Operations Manager Vazquez.**
  
- f) Management program & website update.....Director Saindon & Treasurer Morris  
Neon One has been selected based on capabilities and versatility. Follow up call scheduled for 5-16-22 at 10:30.

- g) Finance Committee Report .....Director Kreuger  
Items to be discussed in next committee meeting include looking for a better bank, contracts for vendors, policies, investment manager backup, insurance. **Action Item: Director Kreuger to schedule a meeting of the committee.**
  
- h) Policies.....Vice President Tepel
  - i) Status report: Needs to clarify what is an endowment. Working on three additional policies to finish drafts by June. Will work with Finance Committee.
  - ii) Whistleblower policy: Tabled until June meeting
  - iii) No harassment policy: Tabled until June meeting
  - iv) Scholarship policy: Tabled until June meeting
  
- i) Nominations committee report .....Director Kreuger  
Committee has met twice since mid-year meeting. Committee is contacting potential nominees.
  
- j) Scholarship & Grant Applications .....Operations Manager Vazquez  
Shlemon and Mathewson scholarship recommendations not yet available so those votes to be by email. Agreed to amend list of recommended scholarship recipients to include a second Masters level at \$2000 to Oscar Roberto Lemus instead of listed recommendation. Motion made to accept list of recommended scholarships as amended. Seconded. Motion approved unanimously, no abstentions.
  
- k) Donor reception .....Director Vetter  
Catering menu costs for Las Vegas are twice Ashville's. **Action Item: Director Vetter to look into renting a suite (private) and catering ourselves.**
  
- 6) New Business..... President Neal
  - a) None
  
- 7) Old Business..... President Neal
  - a) Action Item List: **Secretary Munro to update**

Next Meeting

June 13, 2022 at 3PM Pacific / 6PM Eastern

Respectfully submitted by:

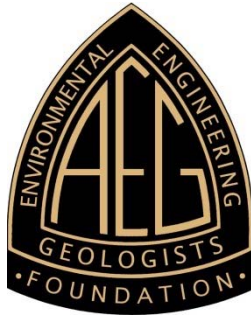


Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 6/13/22







MINUTES - Meeting of the  
**AEG FOUNDATION BOARD OF DIRECTORS**

**Teleconference**  
**6:00 PM ET (3:00 PM PT), Monday, June 13, 2022**

1) Call to Order and Welcome ..... President Neal

2) Roll Call to Establish Quorum..... Secretary Munro  
Attending: Officers - President Neal, Vice President Tepel, Treasurer Morris, Secretary Munro;  
Directors – Evans, Kreuger, Lasky, Lenz, Smith; Operations Manager Vazquez. Absent –  
Directors Saindon, Vetter. Guest – none.

3) Agenda Additions or Changes and/or Orders of the Day (Action)..... President Neal  
None

**4) Consent Agenda**

- a) Operations Manager’s Report ..... Operations Manager Vazquez
  - i) Membership List
  - ii) 2022 Donors
  - iii) YTD Fund Donations

Motion made to approve the Consent Agenda, seconded. Approved unanimously, no abstentions.

5) **Strategic Discussions**.....President Neal

- a) Secretary’s Report... Secretary Munro
  - i) Approval of Meeting Minutes of May 9, 2022 Meeting (Action) approved  
Motion made to approve the May Minutes, seconded, approved unanimously, no abstentions.

- ii) Secretary’s action on signing documents: None
- b) Treasurer’s Report.....Treasurer Morris
  - i) Monthly Treasurer Report: In BOD package
  - ii) YTD Financials
    - Discussed potential to provide quarterly or possibly more frequent reports for fund champions by automation with Neon One. However probably couldn’t adjust for disbursements or losses in those reports. That is done at year end.
- c) Fund Liaison Report .....Director Lenz
  - With Neon One we could provide more frequent updates for fund champions as requested. Would help to improve communication. Deb Green would like to help update website.
- d) Programs Committee Update .....Director Saindon
  - Not present, no report provided.
- e) President’s Report.....President Neal
  - i) Audit: All requested information provided; Finance Committee has some reporting issues to discuss at their meeting 6/14/22.
  - ii) Activities Outline: Director Kreuger is continuing to work on it.
  - iii) Update on discussion with Roy Shlemon.....Secretary Munro
    - Action Item: Secretary Munro to contact Kerry Cato to schedule a meeting with Roy.
  - iv) Fund balance ..... Operations Manager Vazquez
    - No change
  - v) Silent Auction description text
    - Director Vetter not present, no report provided.
  - vi) Mathewson Scholarship Selection: Selection Committee sent recommendation for John Akudike last week, but he is the same as recommended for Stout Scholarship. Discussed options and it was suggested that Akudike receive the Mathewson and Katelyn Irene Wilcox, the next on the Stout list, receive the Stout scholarship. Motion made to award Akudike the Mathewson Scholarship and Wilcox the Stout scholarship, seconded, approved unanimously. Action Item: Secretary Munro to forward motion language to BOD in email for review.
  - vii) Annual Meeting
    - (1) Donor reception.....Director Lasky
      - Reserved mid-level suite not associated with AEG and will buy food and drink.
      - Discussed providing a commemorative token.

(2) Wine Competition: BOD likes the idea but the day and time seems problematic.

Action Item: President Neal to respond affirmatively to AEG President German but let them plan and schedule.

(3) Follow up from AEG regarding last year’s annual meeting: In email to President Neal from AEG’s German 1) AEG waived surplus expense of \$168. Action Item: President Neal to request documentation and description from AEG Treasurer Kalika to provide to BOD auditor. 2) Identify topics for annual meeting joint lunch in advance. Action Item: All BOD to identify topics and send to President Neal. 3) In a separate discussion with President Neal President German suggested quarterly meetings between them.

f) Management program & website update.....Director Saindon & Treasurer Morris

i) Content generation

Treasurer Morris received clarifications on possible ambiguous language in Neon One contract and recommends signing and moving forward.

Need to start work on website and providing input. Deb Green offered to help.

Neon One doesn’t want to administer scholarship applications so they provided recommendations for someone who could provide. They will work with whoever we choose and they can integrate. Action Item: Treasurer Morris to interview potential providers.

g) Finance Committee Report .....Director Kreuger  
Committee call June 14.

h) Policies.....Vice President Tepel

i) Status report: Two policies ready for vote today

ii) Whistleblower policy (vote) Motion made to approve as written, seconded, approved unanimous. Treasurer Munro abstained.

iii) No-harassment policy (vote) Vote postpone to July meeting for closer reading

iv) Scholarship policy: Action Items: Vice President Tepel to change residence language, fix typo in title, add missing scholarships to list. Additional BOD comments due to Tepel June 30 for distribution to fund committees for review. Operations Manager Vazquez to send Word documents for iii and iv.

i) Nominations Committee Report.....Director Kreuger  
Action Item: Director Kreuger to keep BOD updated.

6) New Business..... President Neal

a) Lemke Awards.....Director Smith

In discussion Director Smith had with Paul Santi, Santi said students want to be notified in advance, since it affects lodging, whether fellow students decide to attend, and transportation options. Director Smith proposed notify in advance but only providing the award if they show up. Would need abstracts by July 15 for time to review and notification.

Action Item: Director Smith to provide a draft written policy to Vice President Tepel for execution this year.

b) Contracts.....President Neal

i) Diana (Bookkeeper): Motion made to authorize President Neal to sign, seconded, approved unanimously.

ii) Neon: Action Item: Treasurer Morris to route for review, email vote by June 17.

7) Old Business..... President Neal

a) Action Item List: Secretary Munro to update and circulate.

Next Meeting

July 11, 2022 at 3PM Pacific / 6PM Eastern

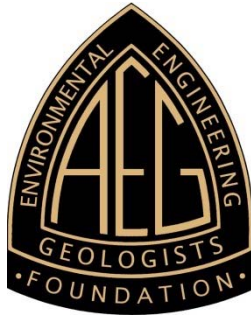
Adjournment 4:56 pm Pacific

Respectfully submitted by:

Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 7/11/22





MINUTES - Meeting of the  
**AEG FOUNDATION BOARD OF DIRECTORS**

**Teleconference**  
**6:00 PM ET (3:00 PM PT), Monday, July 11, 2022**

- 1) Call to Order and Welcome ..... President Neal
- 2) Roll Call to Establish Quorum..... Secretary Munro  
Attending: Officers - President Neal, Vice President Tepel, Secretary Munro; Directors – Evans, Kreuger, Smith, Vetter; Operations Manager Vazquez. Absent – Treasurer Morris, Directors Lasky, Lenz, Saindon. Guest – none.
- 3) Agenda Additions or Changes and/or Orders of the Day (Action)..... President Neal  
Added Beardsley Kuper Fund.
- 4) Consent Agenda
  - a) Operations Manager’s Report ..... Operations Manager Vazquez
    - i) Membership List
    - ii) 2022 Donors
    - iii) YTD Fund Donations

Motion made to approve the Consent Agenda, seconded. Motion approved unanimously, no abstentions.
- 5) Strategic Discussions.....President Neal
  - a) Secretary’s Report... Secretary Munro
    - i) Approval of Meeting Minutes of June 13, 2022 Meeting (Action)  
Motion made to approve the June Minutes, seconded. Motion approved unanimously, Director Vetter abstained.

- ii) Secretary's action on signing documents: None
- b) Treasurer's Report.....Treasurer Morris
  - i) Monthly Treasurer Report: Treasurer Morris not present. Report provided in BOD package.
  - ii) YTD Financials  
Treasurer Morris not present. Report provided in BOD package. Discussed interim allocation of contributions and earnings prior to end of year. **Action Item: President Neal to discuss with our auditor.**
- c) Fund Liaison Report .....Director Lenz  
Deb Green called Director Saindon and offered to help with website.
- d) Programs Committee Update .....Director Saindon  
Director Saindon not present.
- e) President's Report.....President Neal
  - i) Audit: Requested information sent to auditor.
  - ii) Activities Outline: Director Kreuger working on it.
  - iii) Update on discussion with Roy Shlemon.....Secretary Munro  
**Action Item: Secretary Munro to schedule meeting.**
  - iv) Fund balance  
**Action Item: Operations Manager Vazquez to ask our accountant to provide the fund balance through end of 2021.**
  - v) Silent Auction description text: Text was updated. only 4 items donated to date. Need to get the word out to get more donations.
  - vi) Annual Meeting
    - (1) Donor reception.....Director Vetter  
Room has been reserved. Fee has been reimbursed.
    - (2) Lemke Awards
      - (a) Process: Discussed the process.
      - (b) Selection Committee: Bridget Doyle will be joining the committee
      - (c) Qualifications  
17 applications, 4 were from foreign students at foreign universities. **Action Item: Director Smith to review papers in applications.**
    - (3) Board Meeting Topics: **Action Item: BOD members to send topics to President Neal.**
    - (4) AEG Luncheon Topics: **Action Item: BOD members to send topics to President Neal.**

- vii) Contracts: All contracts are in place.
  - f) Management program & website update.....Director Saindon & Treasurer Morris
    - i) Content generation
    - ii) Training & Onboarding
      - Director Saindon & Treasurer Morris not present, discussion deferred to next meeting.
  - g) Finance Committee Report .....Director Kreuger
    - Director Kreuger working with Vice President Tepel on policies.
  - h) Policies.....Vice President Tepel
    - i) Status report: Dee below
    - ii) Whistleblower policy (vote):
      - Motion made to approve the Whistleblower Policy, seconded. Motion approved unanimously, no abstentions.
    - iii) No-harassment policy (vote):
      - Anti-Harassment Policy and Anti-Discrimination Policy: Motion made to approve both policies, seconded. Motion approved unanimously, no abstentions.
    - iv) Scholarship Policy: Policy sent to selection committee chairs, received only one response. The schedule important. Goal is to be adopted by the September meeting.
      - Action Item: Amount to be reviewed and discussed in August meeting.**
  - i) Nominations Committee Report.....Director Kreuger
    - One potential director has accepted, another is considering.
- 6) New Business..... President Neal
- Beardsley Kuper Fund: Kupers want to raise awards to \$5500 due to increased field camp costs. Beardsley Kuper Fund charter needs to be review. **Action Item: Finance committee to do research and let Kupers know it is being researched.**
- 7) Old Business..... President Neal
- a) Action Item List: **Action Item: Secretary Munro to compile.**

Next Meeting

August 8, 2022 at 3PM Pacific / 6PM Eastern

Adjournment 3:56PM PDT

Respectfully submitted by:

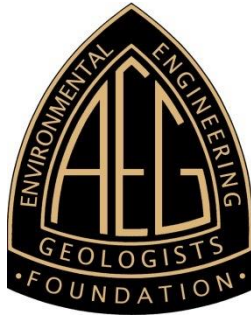


A handwritten signature in blue ink, appearing to read 'Rosalind Munro'.

Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 8/8/2022





Minutes - Meeting of the  
**AEG FOUNDATION BOARD OF DIRECTORS**

**Teleconference**  
**6:00 PM ET (3:00 PM PT), Monday, August 8, 2022**

- 1) Call to Order and Welcome ..... President Neal
- 2) Roll Call to Establish Quorum..... Secretary Munro

Attending: Officers - President Neal, Vice President Tepel, Treasurer Morris, Secretary Munro;  
Directors – Evans, Kreuger, Lasky, Lenz, Saindon, Smith, Vetter; Operations Manager  
Vazquez. Guests – Tom Kuiper, Gary Luce.

- 3) Agenda Additions or Changes and/or Orders of the Day (Action)..... President Neal  
Scholarship program guests Luce and Kuiper

**4) Consent Agenda**

- a) Operations Manager’s Report ..... Operations Manager Vazquez
  - i) Membership List
  - ii) 2022 Donors
  - iii) YTD Fund Donations
  - iv) Motion made to approve Consent Agenda, seconded, motion approved unanimously,  
no abstentions.

- 5) **Strategic Discussions**.....President Neal
  - a) Scholarship Policy Discussion.....President Neal
  - b) Secretary’s Report... ..Secretary Munro

- i) Approval of Meeting Minutes of July 11, 2022 Meeting (Action): Motion made to approve July minutes, seconded, approved unanimously, Treasurer Morris and Director Lenz abstained since not present at July meeting.
  - ii) Secretary’s action on signing documents: Signed and stamped June meeting minutes.
- c) Treasurer’s Report.....Treasurer Morris
- i) Monthly Treasurer Report
  - ii) YTD Financials
- Both in BOD package
- d) Fund Liaison Report .....Director Lenz
- No contacts in past month. Director Saindon discussed web site with Deb Green.
- e) Programs Committee Update .....Director Saindon
- Director Saindon needs to know whether there are any changes to charters and anything relative to UMPMIFA. **Action Items: EC and Directors to let Director Saindon know of any changes that need to be made to charters. Operations Manager Vazquez to provide list of Charter contacts.**

Guests Tom Kuiper and Gary Luce joined call at 3:10:

President Neal had sent a communication to Fund founders and champions regarding scholarships. Guests Tom Kuiper and Gary Luce had responded. Tom Kuiper wanted to know why there was a cap on awards. Because cost of field camp has risen so much he would like to revise his charter to increase the award to \$5500. Considerations regarding award amounts include size of funds, historical size of awards, availability of charter’s funds, comparison with other geoscience organizations, and AEGF annual budget.

Charters easy to revise as long as the language does not violate UPMIFA. Factors affecting deadlines for applications and awards include AEGF BOD must be able to vote by beginning of April, how much time professors need to provide input for applications, when the fall semester ends and winter semester begins, finals schedule. **Action Items: BOD to compile schedules to establish application deadline. BOD to compile a list of questions for Director Saindon to use when reviewing charters and in discussions with charter founders/champions regarding possible changes to charters.**

- f) President’s Report.....President Neal

- i) Audit: President Neal had been sending emails to the auditor but it turns out emails have been going to his spam folder. Auditor will send specific details of what he needs for Shlemon funds. **Action Item: Operations Manager Vazquez to work with BOD accountant to get the auditor the information he needs to complete audit.**
- ii) Activities Outline: Director Kreuger not present to update.
- iii) Update on discussion with Roy Shlemon.....Secretary Munro  
Discussion with Roy deferred to annual meeting. **Action Item: Secretary Munro to email Roy to see if he'll be at the annual meeting.**
- iv) Annual Meeting
  - (1) Board Member Attendance: All BOD members will be attending in person.
  - (2) Donor reception.....Director Vetter  
Suite has been rented. Typically around 40 invitees attend. Director Vetter will assess if we need to downsize the room when we have better idea of the number who will be attending. **Action Item: Operations Manager Vazquez to bring gift items.**
  - (3) Lemke Awards
    - (a) Process: Director Smith: Selection committee selected 6 abstracts. Motion made to approve selected abstract, seconded, motion was approved unanimously, no abstentions. **Action Item: Director Smith will announce winners ahead of time and make a schedule for BOD to present checks at their presentations at Annual Meeting.**
    - (b) Selection Committee
    - (c) Qualifications: Nominees must attend a US campus. **Action Item: Programs Committee to finalize qualifications criteria.**
  - (4) Board Meeting Topics: **Action Item: Directors to send topics to President Neal and Operations Manager Vazquez.**
  - (5) AEG Luncheon Topics: AEG EC wants an agenda. **Action Item: Directors to send topics to President Neal and Operations Manager Vazquez.**
  - (6) Silent Auction: Director Lenz has received 15 items. In his experience gift cards are very popular. Goal is for a minimum of 25 items for the auction.
- g) Management program & website update.....Director Saindon & Treasurer Morris  
Updates to Fund appendices and minor edits do not need BOD approval. Major changes do need BOD approval. **Action Item: Operations Manager Vazquez to provide updated email list of Fund managers and champions so they can be contacted regarding the website.**
- i) Content generation

- ii) Training & Onboarding
  
- h) Finance Committee Report .....Director Kreuger  
Director Kreuger had to leave meeting before he could present report. Committee will meet before annual meeting.
  
- i) Policies.....Vice President Tepel
  - i) Status report: Draft UPMIFA report was distributed to BOD for review. Main change was made by BOD adopting investment policy. Fund charter revisions. Vice President Tepel proposes to have Fund’s goals stated in a separate text box titled Gift Instrument so it doesn’t govern rest of charter. Vice President Tepel sent 3 policies to President Neal for distribution to BOD for approval. **Action Item: President Neal to distribute to BOD.**
  
- j) Nominations Committee Report.....Director Kreuger  
Director Evans presented. Committee needs more nominees. One candidate dropped out due to the financial commitment policy. Vice President Tepel is revising policy language to “substantial in-kind donation.”
  
- 6) New Business..... President Neal
  
- 7) Old Business..... President Neal
  - a) Action Item List: **Directors to review. Secretary Munro to update.**

Next Meeting

Annual Meeting September 13, 2022 at 9AM – 4:30PM Pacific

Adjournment 5:03 PST

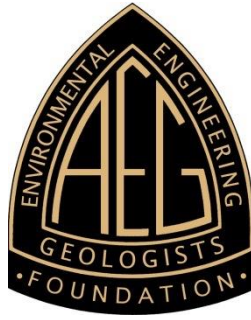
Respectfully submitted by:



A handwritten signature in blue ink, appearing to read 'Rosalind Munro', is written over the logo.

Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 9/13/2022



**Minutes - Meeting of the  
AEG FOUNDATION Board of Directors**

**2022 Annual Board Meeting,  
9:00 AM to 5:00 PM Central Tuesday, September 13, 2022  
Santa Monica 1  
Planet Hollywood Hotel & Casino**

**SESSION ONE (9:00AM – 9:51AM)**

- 1) Call to Order and Welcome ..... President Neal
  
- 2) Roll Call to Establish Quorum.....Secretary Munro  
Attending: Officers - President Neal, Vice President Tepel, Treasurer Morris, Secretary Munro;  
Directors - Evans, Kreuger, Lasky, Lenz, Saindon, Smith, Vetter; Operations Manager Vazquez;  
Guests – Investment Manager John Peck 10-10:30, Deb Green, Phyllis Steckel and Gary Luce 11-11:30
  
- 3) Agenda Additions or Changes and/or Orders of the Day (Action) ..... President Neal  
Nominating Committee report and August Treasurer’s report added
  
- 4) Secretary’s Report .....Secretary Munro
  - a) Approval of Meeting Minutes for August: Motion made to approve August minutes, seconded, approved unanimously, no abstentions.
  - b) Secretary’s action on signing documents: Signed and stamped July Minutes; Investment, Whistleblower, and Anti-Harassment and Anti-Discrimination Policies.
  
- 5) President’s Report ..... President Neal
  - a) State Registration: Received questionnaire to fill out from Charity Compliance. Charity Compliance does our state registrations. For states that require a physical location it is 4237 Suter Street, Oakland, CA 94619.
  - b) Taxes: Package approved so they can be submitted

- c) Scholarship program protocol: Completion date was revised from draft. Motion made to approve, seconded, approved unanimously, no abstentions. **Action Item: After signing send to fund champions and post on website.**
- d) UPMIFA: Now not required to account for loss in value of investments. Shlemon specialty conference fund is only legal endowment. Call everything a Board designated set-aside not an “endowment.” Need new UPMIFA compliant gift acceptance policy. Director Saindon has started contacting fund champions/donors to update fund charters to reflect donor intent.

Motion made to accept the recommendations of the UPMIFA and AEG Foundation Fund Management document with comments to be sent to Director Kreuger, seconded, motion approved unanimously.

BREAK: 9:51-10:05

- 6) Treasurer Report .....Treasurer Morris  
Presented and reviewed.
- 7) Annual Meeting Discussion ..... President Neal, Vice President Tepel
  - a) Lemke Award Scheduling, Business Meeting, Regional Director Challenge: Scheduling discussed. TBD later this week.
  - b) Donor Reception: Tues 4:45PM Stop by booth for location. Director Vetter will pick up drinks and food Tuesday at noon from Costco. Directors Lasky and Kreuger and Patty Bryant donated for beer and wine.

Wine tasting: 9 PM in AEG President German’s suite, check at Foundation table for room number.

**SESSION TWO (10:05AM – 11:00AM)**

- 8) Finance Committee Updates (10:00AM – 11:00AM)..... Director Kreuger  
Has finance policy and what to do if Investment Manager Peck resigns as action items.
  - a) Investment Report ..... Guest Peck  
Market fluctuating, very volatile. Down about 10% for year. Income pretty constant, probably about \$80k this year. Leave investments where they are since they are generating income. Replenish operating reserve first, then buy what generates income until market stabilizes.  
  
Investment Manager Peck will accept donation in kind in recognition of his time as investment manager. **Action Item: Operations Manager Vazquez to send Investment Manager Peck the form to fill out.**  
  
Investment Manager Peck suggests rolling over Research Fund to a scholarship fund since it is not being used. **Action Item: Operations Manager Peck will have a proposal for board next meeting.**
- 9) 2022 Budget .....Treasurer Morris, Director Kreuger
  - a) Discussion of Budget Elements:

Lower income in budget.

Investment income about same.

Expenses.

Motion made to approve 2023 budget as revised in meeting, seconded, approved unanimously, no abstentions.

Sent spreadsheet to donors; Beardsly Kuper, Carolinas, West Gray responded.

**SESSION THREE (11:00 – 11:42PM)**

10) Donor Participation: Deb Green and Gary Luce in person, Phyllis Steckel on line

Scholarship committee role: Recommends making more clear on website who is eligible to expedite. This will be addressed with the new website. Recommends adding a banner on website for this year. Need confirmation from AEG that they are members. Add to Insider once a month and add to Facebook and student chapter. Deb would like headquarters to send a blast email to students and professors.

Deb requests a volunteer to screen applications before they go to committee. **Action Item: Board to identify a volunteer.**

Gary Luce: He hasn't received his fund balance for a while. It was explained that it can only be fully updated once a year because revenue only applied to fund at end of year. Gary didn't have any idea how big the fund is. Luce wants to be able to thank all donors. The new website by Neon One will address his issues. It has a database that will track both credit cards and checks.

**LUNCH (11:58PM – 1:30PM)**

- a) Audit: Briefly described the process and that it was successful.
- b) Scholarship program, selection procedure being updated.
- c) Future Shlemon Conferences: AEG will no longer sponsor.
- d) Activity at annual meeting to support AEGF

**SESSION FOUR (1:30PM – 2:00PM)**

11) Policies and Procedures Workshop..... Vice President Tepel/Finance Committee

- a) Policy Upgrades and Additions: Table 1 Policy Report - Required and Recommended Policies for AEGF reviewed. Tables B-1, B-2, and B-3 to be discussed next month. **Action Item: Questions and comments to be sent to Vice President Tepel within two weeks.**

12) Programs Committee ..... Director Saindon

- a) Impact of UPMIFA:
- b) Discussions with donors to incorporate requirements of UPMIFA into fund charters: Director Saindon has talked to Gary Luce, Deb Green, and the Kupers and has started to edit each of theirs, hopes to get done by end of year. Shlemon will be last. Goal is to complete 2 a month.



Need to address whether AEG membership is required or recommended. **Action Item: President Neal to send an email to all major donors to let them know this is our plan and to expect a call.**

- c) AEG Membership requirement for scholarships: The policy the BOD passed this morning does not require membership, although individual scholarships may require it.

13) Nominations Committee ..... Director Kreuger

- a) Election of new Directors / Extensions: Proposed New Directors: Bill Haneberg, Bruce Hilton, Matt Brunengo, Mardi Goff. Motion made to approve all four new proposed directors, seconded. Motion approved unanimously, no abstentions. Waiting to hear from additional proposed director.

Election of Officers: Motion made to waive 7-day notice for vote. Motion seconded. Motion approved unanimously, no abstentions.

Motion made for Director Kreuger to become AEGF President, Matt Morris to continue as Treasurer, Roz Munro to continue as Secretary. Motion seconded. Motion approved unanimously, no abstentions. The Vice President position will need to be filled.

New volunteer Nominations Committee members are Steve Evans and Nichole Vetter. Thanks to Director Kreuger for heading the committee.

**SESSION FIVE (2:00PM – 2:30PM)**

14) Website/Marketing/Fundraising Plan ..... President Neal

- a) Website Update .....Director Saindon & Director Morris

Data has been migrated. Director Saindon working on page design.

- b) Marketing for Attracting New Donors .....Director Vetter & Secretary Munro

A plan needs to be developed.

- c) Marketing to attract applicants to various scholarship and grant opportunities

More scholarship applications are needed. Director Saindon has some brief write-ups for the scholarships and grants that can be posted. Consider marketing to National Teachers Association and other national teacher associations. Grant applications need to be improved.

**15) SESSION SIX – CLOSED SESSION (2:30PM – 3:20PM)**

16) Operation Manager Review (3:30PM – 3:45PM)..... President Neal

May need more hours. See what the new client management system will do such as generate reports.

**SESSION SEVEN (3:20PM – 3:29PM)**

17) Additional Business..... President Neal

None

18) Next meeting October 10, 2022 at 3PM Pacific / 6PM Eastern

19) Adjournment 3:30PM

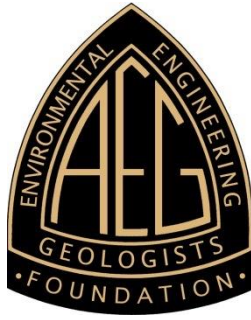
Respectfully submitted by:



A handwritten signature in blue ink, appearing to read 'Rosalind Munro', is written over the logo.

Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 12/12/22



Minutes - Meeting of the  
**AEG FOUNDATION BOARD OF DIRECTORS**

**Teleconference**  
**6:00 PM ET (3:00 PM PT), Monday, October 10, 2022**

- 1) Call to Order and Welcome..... President Neal
- 2) Roll Call to Establish Quorum..... Director Kreuger  
Attending: Officers - President Neal, Vice President Tepel, Treasurer Morris; Directors – Evans, Kreuger, Lasky, Lenz, Saindon, Smith, Vetter; Operations Manager Vazquez; Absent: Secretary Munro.
- 3) Agenda Additions or Changes and/or Orders of the Day (Action) ..... President Neal  
None
- 4) **Consent Agenda**
  - a) Operations Manager’s Report..... Operations Manager Vazquez
    - i) Membership List
    - ii) 2022 Donors
    - iii) YTD Fund Donations
    - iv) BOD Match

Action Item: Operations Manager Vazquez to check YTD donations to Women of Steele charter and how we are tracking matching donations.
- 5) **Strategic Discussions**.....President Neal
  - a) Scholarship Policy Discussion.....President Neal
  - b) Secretary’s Report.....Secretary Munro
    - i) Approval of Meeting Minutes of September 13, 2022 Meeting (Action): **Action Item: Tabled until November meeting**
    - ii) Secretary’s action on signing documents: **Action Item: Tabled until November meeting**

- c) Treasurer’s Report .....Treasurer Morris
  - i) Monthly Treasurer Report
  - ii) YTD Financials
- d) Fund Liaison Report .....Director Lenz
 

Little action in September. Discussion point: does the BOD want a new member to take the role in 2023.
- e) Programs Committee Update .....Director Saindon
 

**Action Item: President Neal to send draft language to Directors Saindon and Kreuger prior to communication with fund champions.**
- f) President’s Report.....President Neal
  - i) Fiduciary Responsibility
  - ii) State Registration
  - iii) Activities Outline
  - iv) Update on discussion with Roy Shlemon.....Secretary Munro
  - v) Annual Meeting
- g) Management program & website update.....Director Saindon & Director Morris
  - i) Content generation
  - ii) Training & Onboarding: **Action Item: Training needs to be scheduled on the new website at the 2023 Midyear BOD meeting.**
  - iii) Billing
- h) Finance Committee Report .....Director Kreuger
 

**Action Item: Director Kreuger to schedule a Finance Committee meeting.**
- i) Policies.....Vice President Tepel
  - i) Status report
  - ii) 3 Policy Votes (B1, 2, 3) – include in packet: **Action Item: Vice President Tepel to update as necessary for November BOD meeting.**
- j) Nominations Committee Report.....Director Kreuger
 

**Action Item: Director Kreuger to schedule a Nomination Committee meeting to fill last open seat.**
- 6) New Business..... President Neal
- 7) Old Business..... President Neal
  - a) Action Item List

Next Meeting

November 14, 2022 at 3PM Pacific / 6PM Eastern

Adjournment

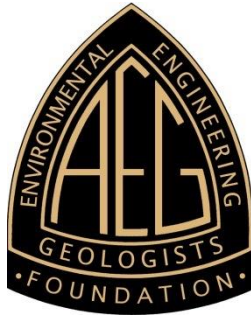
Respectfully submitted by:



A handwritten signature in blue ink, appearing to read 'Rosalind Munro', is written over the logo.

Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 12/12/2022



Minutes - Meeting of the  
**AEG FOUNDATION BOARD OF DIRECTORS**

**Teleconference**  
**6:00 PM ET (3:00 PM PT), Monday, November 14, 2022**

1) Call to Order and Welcome..... President Neal

2) Roll Call to Establish Quorum..... Secretary Munro  
Attending: Officers - President Neal, Vice President Tepel, Treasurer Morris, Secretary Munro;  
Directors – Evans, Kreuger, Lasky, Saindon, Smith, Vetter; Operations Manager Vazquez;  
Absent: Lenz; Guests: Directors-elect Brunengo, Goff, Hilton.

3) Agenda Additions or Changes and/or Orders of the Day (Action) ..... President Neal  
None

**4) Consent Agenda**

- a) Operations Manager's Report..... Operations Manager Vazquez
  - i) Membership List
  - ii) 2022 Donors
  - iii) YTD Fund Donations
  - iv) Beardsley-Kuper Scholarship Applications for Past Three Years

Motion made to approve the Consent Agenda and seconded. The motion was approved unanimously, no abstentions.

5) **Strategic Discussions**.....President Neal

- a) Secretary's Report.....Secretary Munro
  - i) Approval of Meeting Minutes of September 13, 2022 Meeting (Action)

Minor revisions received. **Action Item: Secretary Munro to recirculate revised draft minutes to BOD for review.**

- ii) Approval of Meeting Minutes of October 10, 2022 Meeting (Action)

Minor revisions received. **Action Item: Secretary Munro to recirculate revised draft minutes to BOD for review.**

- iii) Secretary's action on signing documents  
None.

- b) Treasurer's Report .....Treasurer Morris

- i) Monthly Treasurer Report

In BOD package. Wells Fargo bank card and processing fees seem too high at around 5%. **Action Item: Treasurer Morris will check for a better deal and will report next meeting.**

- ii) YTD Financials  
No discussion

- c) Fund Liaison Report .....Director Lenz

Director Lenz not present.

- d) Programs Committee Update .....Director Saindon

Director Saindon will send draft updated charters to Kupers and Gary Luce this week, then forward to BOD for review. All charters will have an appendix which defines whether a fund is spend down or endowment.

President Neal will contact AEG President Saraceno requesting he contact Roy Shlemon to convey AEG's intent regarding future Shlemon Specialty Conferences. BOD to then discuss with Roy his intent going forward with his various funds. **Action Item: President Neal to contact AEG President Saraceno.**

- e) President's Report.....President Neal

- i) Activities Outline

Summary compilation ongoing

- ii) Update on discussion with Roy Shlemon.....Secretary Munro

See 5) d) **Action Item: Operations Manager to remove 5) e) ii) from agenda.**

iii) Annual Meeting

No invoices received from AEG yet. **Action Item: President Neal to inquire to AEG.**

iv) Annual Appeal

**Action Item: President Neal to finish with new BOD members added and send out next week.**

v) Research Fund

John Peck has talked to Deb Green and Kupers about what he wants done with the money when the fund is closed out and has a document with them describing it.

Discussion tabled until we see document.

f) Management program & website update.....Director Saindon & Director Morris

i) Content generation

Director Saindon needs photos, geology only and of people, by Friday to include on website. Logo has been designed. She would like to include Director testimonials. A privacy policy will be developed before Feb.

ii) Training & Onboarding

Directors will receive one hour this spring (March) will get one hour training; The President, Secretary, Operations Manager and others who will access website will receive an additional hour.

g) Finance Committee Report .....Director Kreuger

Will meet next week. Will discuss finding a backup investment manager.

h) Policies.....Vice President Tepel

i) Status report

See below.

ii) Policies B1, B2, B3

Motion made to approve Policies B1, B2, and B3 and seconded. Motion approved unanimously, no abstentions.

i) Nominations Committee Report.....Director Kreuger

i) Officers and New Board Members (Vote)

Tim Shevlin nominated as new member and Director Saindon as new Vice President.

Motion made to approve nomination committee report. Motion approved unanimously, Director Saindon abstained.



- 6) New Business..... President Neal  
    \$50K balance needs to be maintained in the Shlemon Specialty Conference Fund.
  
- 7) Old Business..... President Neal
  - a) Action Item List

Next Meeting

December 12, 2022 at 3PM Pacific / 6PM Eastern

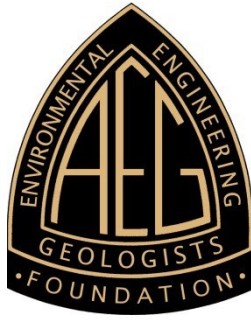
Adjournment

Respectfully submitted by:



Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 12/12/2022



Minutes - Meeting of the  
**AEG FOUNDATION BOARD OF DIRECTORS**

**Teleconference**  
**6:00 PM ET (3:00 PM PT), Monday, December 12, 2022**

1) Call to Order and Welcome..... President Neal

2) Roll Call to Establish Quorum..... Secretary Munro

Attending: Officers - President Neal, Vice President Tepel, Treasurer Morris, Secretary Munro; Directors – Evans, Kreuger, Lasky, Lenz, Saindon, Smith, Vetter; Operations Manager Vazquez; Absent: None; Guests: Directors-elect Brunengo, Goff, Hilton.

3) Agenda Additions or Changes and/or Orders of the Day (Action) ..... President Neal  
None

**4) Consent Agenda**

a) Operations Manager’s Report..... Operations Manager Vazquez

- i) Membership List
- ii) 2022 Donors
- iii) YTD Fund Donations
- iv) Annual Appeal

Motion was made to approve the Consent Agenda and was seconded. The motion was approved unanimously, no abstentions.

5) **Strategic Discussions**.....President Neal

a) Secretary’s Report.....Secretary Munro

- i) Approval of Meeting Minutes of September 13, 2022 Meeting (Action)

Motion was made to approve the Minutes of the September 13, 2022 Meeting and was seconded. The motion was approved unanimously, no abstentions.

ii) Approval of Meeting Minutes of October 10, 2022 Meeting (Action)

Motion was made to approve the Minutes of the October 10, 2022 Meeting and was seconded. The motion was approved unanimously, no abstentions.

iii) Approval of Meeting Minutes of November 14, 2022 Meeting (Action)

Motion was made to approve the Minutes of the November 14, 2022 Meeting and was seconded. The motion was approved unanimously, no abstentions.

iv) Secretary’s action on signing documents

August minutes were signed and stamped and sent to Operations Manager Vazquez.

b) Treasurer’s Report .....Treasurer Morris

i) Monthly Treasurer Report

ii) YTD Financials

Missing September contribution data but most donations are made in November and December. Overall down so far for 2022, however hope for rebound after the market hits bottom.

iii) Board Match & John Williams Match

Williams match: We have the data through 2021. Math is around \$6K in early 2022, some donations were stipulated to be applied to a specific fund and some to greatest needs. Treasurer Morris will work with Operations Manager Vazquez to finalize.

iv) Shlemon Endowment

No update to report regarding suggestion to close conference fund and transfer to a different Shlemon fund. There has been no response from AEG regarding their intent yet. Operations Manager Vazquez received an inquiry regarding a Shlemon conference. Operations Manager should respond to her to find out whether she has a suggestion for one. If so then have her fill out a grant application. If the application looks good then ask for a full proposal. The charter should be sent which will provide her with instructions.

She does not appear on the AEG member list. **Action Item: Operations Manager Vazquez to respond to her to find out whether she has a suggestion for one. If so, then have her fill out a grant application.**

c) Fund Liaison Report .....Director Lenz

Director Lenz sent a notice to the major donors that he’s going off the board, and they will be notified of the new liaison in early 2023. The BOD thanked Director Lenz for his service.

d) Programs Committee Update .....Director Saindon

- i) Diversity Fund Charter – The Steckels are out of the country until this summer however Phyllis said she’d work with Director Saindon to finalize.  
Beardsley Kuper Fund Charter - Comments were received for the proposed charter revisions up through yesterday so Director Saindon hasn’t reviewed all of them yet. The draft revised charter has already been reviewed by the attorney. The vote is postponed until the January meeting.
- e) President’s Report.....President Neal  
Thanks to all who are leaving the BOD for all of their hard work and long service.
  - i) Activities Outline  
Director Kreuger sent the outline to the EC for review. **Action Item: EC to send comments by the end of December, only to him.**
  - ii) Update on Shlemon Funds  
See 5) b) iv) discussion. A specialty conference has to be AEG sponsored and AEG would have to cover any shortfall. AEG has not wanted to do that. Director Smith says Charter was revised to not require AEG participation. 2018 may be latest. **Action Item: EC to review the latest charter revision language.**
  - iii) Annual Meeting  
Nothing has been received from AEG yet; President Saraceno said he’d check.
  - iv) Jahns Lecturer  
Everything has been paid.
- f) Management program & website update.....Director Saindon & Director Morris
  - i) Content generation  
Progressing. Next phase will be second week in January. President-elect Kreuger doesn’t want to use the President at AEGF email address; he will use his work email. Bank and stock notices go to that address, but Operations Manager Vazquez receives them as well. The address will be kept for now.
  - ii) Training & Onboarding  
Will occur in early 2023.
- g) Finance Committee Report .....Director Kreuger
  - i) Research Fund (vote)  
Contacted John Peck and he is in concurrence with the proposed terms for the dissolution of the fund and distribution of its funds.  
  
Motion was made to dissolve the Research Fund and split the funds between the Beardsley Kuper and Tilford Funds. Motion was seconded. The motion was approved unanimously; Vice President Tepel abstained.

- h) Policies.....Vice President Tepel
  - i) Status report: Policies F4 and F5 were sent to the Finance Committee for review. There will be some board decisions to be made.
  - i) Nominations Committee Report.....Director Kreuger  
2022 recommendations approved by the BOD.
  
- 6) New Business..... President Neal  
Treasurer Morris will start process to change signature of AEGF President to President-elect Kreuger. **Action Item: Treasurer Morris to start process to change signature of AEGF President to President-elect Kreuger.**
  
- 7) Old Business..... President Neal
  - a) Action Item List: not discussed.

Outgoing Directors Smith, Tepel, Lasky, Neal and Lenz extended thanks to the BOD, which was wholeheartedly reciprocated. Outgoing Director Smith will be available for any questions and will stay on the Programs Committee. Outgoing Vice President Tepel will be available for any questions and continue with policy revisions. Outgoing President Neal will be available for questions.

Next Meeting

January 9, 2023 at 3PM Pacific / 6PM Eastern

Adjournment 3:52 PM Pacific

Respectfully submitted by:



Rosalind Munro, Secretary, AEG Foundation

Approved by Board Action 1/9/2023