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ALASKA ENGINEERING  
EDUCATION FOUNDATION

## AEEF Monthly Meeting Minutes

September 14<sup>th</sup>, 2010, 12:00 PM

**Location:** BBFM Engineers, 510 L Street, Ste. 200

**Call in Number:** 800.391.1709

**Bridge:** 596672

1. Meeting called to order at 12:05
2. Roll call for Quorum
  - a. Eric Eriksen
  - b. Greg Latreille
  - c. Doug Murray
  - d. Katie Swenson
  - e. Mike Spitz
  - f. Angela Smith
  - g. Frances Isgrigg
  - h. LaQuita Chmielowski
  - i. Gerry Brown
  - j. Steve Shrader
3. Approval of agenda
  - a. Added Investment Policy to Old Business as Item 7d.
  - b. Greg Moved to approve with the change.
  - c. Angela 2<sup>nd</sup>
  - d. Approved
4. Approval of Minutes - Mike
  - a. Amended to add addition of Greg as the alternate to the house of delegates
  - b. Greg Moved to approve minutes with the above change
  - c. Angela 2
5. Executive Director's Report – Steve
  - a. Hard copy provided, see attached



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- b. Steve will provide Quicken reports for the Annual Fall Meeting in October
  - c. Doug Murray, sent in a donation to Pat in April, but hasn't been cashed, from Murray & Assoc.
  - d. Maureen moved to accept
  - e. Greg 2<sup>nd</sup>
  - f. Accepted
6. MATHCOUNTS Report – LaQuita
- a. Linda Taylor will be the new coordinator for the 2010/11 school year
7. Old Business
- a. Website
    - i. Work is continuing, goal is to have site operational for fall fundraising drive. Target date is Nov 1, 2010.
  - b. MathCounts Task Force
    - i. No meeting prior
    - ii. Meeting (teleconference) to be held on Sept 20, at noon
    - iii. Greg will coordinate the phone conf details
  - c. AEEF Endowment Expansion Task Force
    - i. Gerry reported that no meeting has been held to date.
    - ii. Gerry will schedule a teleconference and develop an email to other agencies inviting them to participate.
  - d. Investment Policy Task Force Committee
    - i. Angela moved to disband the task force in light of the existing investment policy
    - ii. Greg 2<sup>nd</sup>
    - iii. Discussion, committee was formed to identify if a policy was in place or if one should be created. A policy does exist.
    - iv. Motion approved, this committee will be disbanded.
8. New Business
- a. Arrangements should be made for those traveling to Anchorage for the October meeting.
9. Adjourn
- a. Greg moved to adjourn
  - b. Angela 2<sup>nd</sup>



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c. Adjourned at 12:30

\*\*ASPE/NSPE Business (Greg)

## Discussion for ASPE

1. Conversation regarding the new by-laws.
  - a. Gerry verbally provided comments to members following his review of the draft by-laws. He'll forward his comments to all By-Laws committee members via email.
  - b. Committee will send the draft By-Laws out to the Board Members prior to the October meeting.



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## Executive Director's Report, as submitted by Steve

### Activity this period (May-Jul-Sep 2010)

1. 4/19/2010 Registered Agt Stmt of Change submitted to State (previously reported.)  
2010 Biennial report
2. 6/30/2010 submitted
3. 7/12/2010 **\$1000** scholarship pd to UAF - Evan **Venechuk** (Fbx chapter)
4. 7/13/2010 Bd apprv'd Resolution to MSSB re: Treasurer Angela Smith  
and adding Forrest Braun as Endowment Dir/Investments Mgr.
5. 7/13/2010 Approve adding Forrest Braun to MSSB investment acct  
as AEEF Investment Mgr/Endowment Director (per by-laws).
6. 8/2/2010 **\$500** scholarship pd to Santa Clara Univ - Melissa **Crapps** (Anch E-week)
7. 8/19/2010 \$4500 scholarship contribution rec'd from Anchorage Engrs-week
8. 8/29/2010 2009 Tax Rtn prepared/mailed (due 8/15/2010!!)  
**\$500** scholarship pd to Univ of Missouri Sci & Tech -Jake **Jeffryes** (Anch E-  
wk)
9. 9/6/2010 **\$1000** schol-shp pd to Rensselaer Polytechnic Inst -Tyler **Denman** (Anch E-  
wk)
10. 9/13/2010

### Activity Next Period (10/30/2010 mtg??)

1. Continue bringing Quicken acct'g brought current; reports prepared.
- 2.
- 3.

<u>Board Action Requested</u>	<u>5/30/2010</u>	<u>6/30/2010</u>	<u>7/31/2010</u>	<u>8/31/2010</u>
1. WF checking	\$ 6,061.55	\$ 6,061.55	\$ 6,121.55	\$ 10,121.55
WF savings	\$ 27,894.54	\$ 27,902.57	\$ 27,911.13	\$ 27,919.16
WF Cert Dep	\$ 12,103.24	\$ 12,107.22	\$ 12,111.34	\$ 12,115.45
	\$ 46,059.33	\$ 46,071.34	\$ 46,144.02	\$ 50,156.16

ST Wells Fargo

### Morgan Stanley, et al

Cash/Money	\$			
Fund	\$ 11,571.59	\$ 11,572.19	\$ 11,582.83	\$ 11,584.72
Portfolio	\$ 98,926.91	\$ 96,366.36	\$ 103,313.66	\$ 100,547.20
ST MSSB	\$ 110,498.50	\$ 107,938.55	\$ 114,896.49	\$ 112,131.92



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2010 Mathcounts Expenses

(4/1/2010 to date)

		First Student - bus/shuttle
4/12/2010	\$ 85.03	svc
4/19/2010	\$ 510.50	Bob Martin Strobe - Sports Awards, trophies/plaques
4/19/2010	<u>\$ 14,747.31</u>	LaQuita Chmielowski - state comp: meals, transpor, airfares, lodging, incidentals
	\$ 15,342.84	