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ALASKA ENGINEERING  
EDUCATION FOUNDATION

## AEEF September Teleconference Minutes

September 13, 2011

**Start time:** 12:00 noon

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- 1) Meeting call to order
- 2) Roll Call

*Present*

Greg Latreille (President)

Mike Dean (ASPE President)

Galen Johnson (Vice President)

Gerry Brown (ASPE President Elect)

Angela Smith (Treasurer)

Steve Shrader (Executive Director)

Frances Isgrigg (Scholarship Chair)

LaQuita Chmielowski (sub for MATHCOUNTS Coord. Linda Taylor)

John Pekar (ASPE Anchorage Director)

Brad Fristoe (ASPE Fairbanks Director)

*Absent*

Mike Spitz (Secretary)

Maureen Hansen (ASPE Juneau Director)

- 3) Approval of Agenda – *moved by A. Smith, 2<sup>nd</sup> by G. Brown, passed unan.*
- 4) Approval of Meeting Minutes
  - a) July Teleconference – *minutes not reviewed, postponed to Oct. mtg.*
- 5) Executive Director's Report – S. Shrader – *accepted unan. by Board*
  - a) *Oral report*
  - b) *~\$14,000 in scholarships paid in past couple months*



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- c) *Only outstanding scholarships: 2 recipients have not yet sent in application for payment. 1 scholarship is split half and half Fall and Spring semesters.*
  - d) *Total cash: +\$13k checking, ~\$28k savings, +\$12k CD = ~\$53,600 total*
  - e) *Endowment: +\$132,760*
  - f) *MATHCOUNTS income: ~\$18,900, expense: ~\$23,900 for a loss of ~\$5k, compares to \$5,210 last year*
- 6) *MATHCOUNTS Report – L. Chmielowski – accepted unan. by Board*
- a) *Dates set for 2012 state MATHCOUNTS Competition: last weekend in March*
  - b) *LaQuita is looking into AK Airlines Credit Card for MATHCOUNTS, has already set up a business account with Bank of America. Issues with control / authorization to use card. Did not get much feedback from coordinators. We should still pursue getting a credit card, as coordinators are expected to put down several thousand dollars to buy tickets, reimbursed at a later time, too large a financial burden. Issues and possible ideas:*
    - i) *Perhaps AEEF Executive Director is primary authority for card – 2 or 4 year position.*
    - ii) *Primary authority provides access at his/her discretion.*
    - iii) *Possible to set up numbers that change yearly for added protection?*
    - iv) *Set credit limit for a little above the regular expenditures.*
- 7) *October Meeting*
- a) *Agenda items? – Send them to G. Latreille for inclusion in agenda*
  - b) *Travel Arrangements*

*Meeting date: Sat. Oct. 22, location: BBFM Office 510 L St. Fairbanks folks should be on flight departing FAI @ 8:00 am or an earlier flight. Plan to be available through 5:00 pm. Purchase tickets ASAP to avoid higher cost, send receipt to A. Smith. Coordinate ride from ANC airport to BBFM office with M. Dean and S. Shrader.*



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### 8) Task Force Reports

- a) MATHCOUNTS Revitalization – G. Latreille, D. Murray  
*No report at this time. G. Latreille to take lead on starting up activity. G. Brown, L. Chmielowski, and A. Smith agree to join Task Force. (G. Brown and A. Smith ask for “slacker” roles in TF)*
- b) AEEF Endowment Expansion – G. Brown, F. Isgrigg  
*No update at this time, G. Brown to take lead on activity*
- c) AEEF Bylaw Revisions – M. Spitz, G. Brown, M. Hansen  
*No update at this time.*

### 9) Old Business

- a) Website – status update – G. Latreille  
*No update at this time. G. Latreille will act on this between now and Oct. Meeting. Look into setting up online donations for MATHCOUNTS through AEEF website.*
- b) Foraker Group Foundation – S. Shrader  
*S. Shrader asks all other Board members to review Foraker Group website and come to Oct. mtg with comments. May be good to use Foraker Group services for the Endowment Expansion initiative.*

### 10) New Business

- a) Update on scholarship application – F. Isgrigg is on it, looking to make available first week in Oct. as scheduled.
- b) Anchorage Ch. ASPE looking to provide a new \$2,000 scholarship for a UAA student already enrolled in Engineering, a new scholarship. Looking to use AEEF for fund administration. F. Isgrigg to aid.

Adjourn – moved A. Smith, 2<sup>nd</sup> J. Pekar, passed unan.