



*"Supporting tomorrow's
engineers today"*

ALASKA ENGINEERING EDUCATION FOUNDATION

AEEF September Teleconference Minutes

11 September 2012

Noon (12:00)

Call in Number: 1-800-391-1709

Conference ID: 596672

1) Meeting call to order *(12:07)*

2) Roll Call

Officers Present:

- *Greg Latreille – ASPE House of Delegates Rep.*
- *Gerry Brown - AEEF President-Elect*
- *Steve Schrader – AEEF Executive Director*
- *Michael Dean – AEEF President*
- *Angela Smith– AEEF Treasurer*
- *Brad Fristoe – Fairbanks Chapter Director*
- *Kevin Ross – AEEF Secretary*
- *John Pekar – Anchorage Chapter Director*

Officers Not Present:

- *Frances Isgrigg – Scholarship Chair*
- *Laquita Chmielowski – AEEF Mathcounts Coordinator*
- *Darrell Wetherall – ASPE President Elect*
- *Maureen Hansen – Juneau Chapter Director*
- *Brian Dow – AEEF Vice President*

3) Approval of Agenda

Motion to approve agenda made by Greg, Gerry second, passed.

4) Approval of Meeting Minutes

a) July Teleconference Meeting

Item 11)d)iii)– “Gerry will get form from Nancy...” will be removed from the minutes.



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Item 8) about the NSPE conference will be removed and broken out into the next ASPE minutes.

Motion to approve Minutes w/discussed revisions made by Angela, Greg second, passed.

5) Executive Director's Report – S. Shrader

No formal report.

Steve will not be present on the October 6 meeting, but is working on a report for it.

Steve is in the process of getting the interim reports to Mathcounts.

His goal to get the interim reports out for feedback.

The biannual account has been filed and is current.

We have received the first Mathcounts contribution.

Scholarship claim forms have been coming in; 4 were paid, 1 is pending, and 1 was declined.

All bills are current except for the \$300 Fidelity Premium, which is due late October.

6) MATHCOUNTS Report –L. Chmielowski

LaQuita not present, but is planning on attending the meeting in October.

The AK airlines card worked well for Mathcounts travel reimbursement.

The Easybiz number does not match AK Airlines mileage number...we need to consolidate the 2 accounts.

7) Scholarship Reports – F. Isgrigg

Not Present.

Gerry will touch base with Steve about scholarship information after looking at work charts.

Anchorage has been losing people from the scholarship program.

8) Task Force Reports

a) MATHCOUNTS Revitalization – G. Latreille

No report.

Greg will get in touch with Laquita to get the ball rolling.

Chuck Shultz will be added to the discussion group.



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- i) MATHCOUNTS coordinator for Juneau.

This will be discussed later with the organizational charts.

- b) AEEF Endowment Expansion – G. Brown

We are considering Lori Salon for the position in Juneau.

Francis is looking to move out of her position. We need to find a way to sustain institutional knowledge and are looking to groom replacements.

Laura Strand and Aaron Renfro are potential replacements for Francis.

In Anchorage, we are considering Beth taking over for Bob.

We are questioning whether it would be worth it to bring in paid position...it would be more sustainable when people leave.

Beth is looking to bring someone in to shadow from admin position for E-week to learn procedures.

It was commented that we not having organizational problems, but having the problem of finding replacements for people that get burnt out from being in one role for long time.

Gerry will work with Laquita to organize the admin assistant tasks to determine/prioritize the work load and determine a price for the position.

- i) Writing of a Grant to AlaskaAir for MATHCOUNTS.

We wish to close the gap of Mathcounts losses by getting on charitable Alaska Airline miles.

Gerry will coordinate with Laquita to draft a letter of inquiry by Oct. 24th for review. The letter is to inform Alaska Airlines of our needs.

We wish to relate how much of the monetary decline is from air travel.

Steve recommends a 2 part letter or dual letters to have one part address helping the foundation develop fundraising expertise by working w/ Foraker, which would develop strong/well organized venture for scholarships & Mathcounts.

Comment was made to be careful with the endowment requirements.

Gerry will work on one letter to see how it goes then will maybe write a second.



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9) October Semi-Annual Meeting, Anchorage (Saturday, 6th)

a) AEEF in the morning (start 0900), ASPE in the afternoon.

*Five people will be coming in from out of town to attend
Steve and Brad will not make it.*

The meeting location will be at the BBFM Office.

Mike will create the ASPE agenda.

*The winter meeting is typically done 3rd weekend of the month...March 22-
23 has been set as a target date.*

10) Old Business

a) Website – status update – G. Latreille

No update.

b) Foraker Group Foundation – S. Shrader

No update.

c) Pick/Click/Give – S. Shrader

*The application has been received. AEEF was registered as charitable
organization.*

There is no word yet on a 2012 contribution.

Next Conference (AEEF, ASPE), 06 October 2012

Next Teleconference, 13 November 2012

Motion to Adjourn by Angela, second, passed. (1:04pm)

Adjourn