

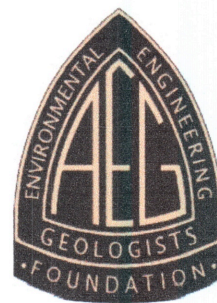
# Meeting Minutes

## AEG Foundation Board of Directors Meeting

**Date:** Tuesday, January 14, 2025

**Time:** 3:00 PM PT

**Location:** Virtual



1. Call to Order..... President Buche
  - P. Buche recapped key Roberts Rules of Order requirements
2. Roll Call..... Secretary Hilton
  - Present: Officers Buche (P), Cooper (VP), Molinari (T) & Hilton (S)
  - Directors Khandaker, Waeber, Brunengo, Haneberg, Goff, Vetter & Munro
  - Absent: None
  - Quorum 11/11
3. Adoption of Agenda..... President Buche
  - 30-Day – Discussed need for 30 day waiver if key documents not provided for consent (voting) and agreed not needed unless key voting actions
4. Consent Calendar..... President Buche
  - a) December 2024 Meeting Minutes
    - Adopted with changes by D. Brunengo re regular meeting dates changed to first Tuesday of every month at 3 pm Pacific
    - D. Haneberg abstained given not present at last meeting to review notes
5. Reports
  - a) President's Report..... President Buche
    - Voting – Discussed voting online using hands up function and agreed by all
    - D. Munro reminded of need to ask for discussion before voting
    - Registration status – Now complete in AL, AK, AR, CA, CO, CT, DC, FL, GA, HI, IL, KS, KY, ME, MD, MA, MI, MN, MS, MO, NV, NH, NJ, NY, ND, OH, OK, OR, PA, RI, SC, TN, VA, WA, WV & WI (38 States)
    - Guest Speakers – P. Buche has 3 candidates for guest speaking at future meetings

and all agreed valuable to Board.

- Action: P. Buche to arrange future guest speakers.

b) Secretary's Report..... Secretary Hilton

- No summary provided since it was the first month for S. Hilton
- D. Munro (former S) suggested more timely completion of minutes for preparation for next meeting.

- Action: S. Hilton to get minutes out within 1 week of meetings.

c) Treasurer's Report (inc. Financial Committee Report).....Treasurer Molinari

- T. Molinari not present until later in call – See summary below.

d) Staff Executive's Report ..... Operations Manager Vazquez

- Contributions – Summary provided in email prior to call. D. Hilton suggested this information be provided on Director-only website or other electronic drive.
- Action: OM. Vasquez to get monthly contributions posted in password-protected drive and provide link for future meetings.

e) Fund Liaison Report ..... Director Haneberg

- Inactivity – D. Haneberg reminded Board of virtually no responses to contact whether by phone or email. Discussion about dissolving Fund Liaison position and committee. D. Vetter stated donor communications have improved despite no activity with Liaison Committee.
- Action: Dissolve Liaison Committee (ad hoc) and defer future requests from Donors to P. Buche with Board assistance as needed.
- Action: OM. Vasquez to send cards of appreciation and request for letters to Donors sent with each check to successful recipients.

f) Committee Reports

- Nominating Committee Report .....Secretary Hilton & Director Vetter
- D's. Khandeker & Waeber Welcomed as new Board members.
- New Board Orientation – D's Vetter & Brunengo recalled former orientations highly beneficial and should be reinstated.
- Action: D. Vetter to review and update Orientation PPT with S. Hilton assistance and provide to Board for review and implementation by Programs Committee (P. Buche)

- Programs Committee Report..... President Buche

a. Modifications to the Lemke & Shlemon Charter..... Secretary Hilton

- Annual Meeting Attendees - S. Hilton reminded of need to use this fund to assist students to future AM's.
- AM Best Presentation Award – S. Hilton provided concept only of selecting best presentation award at each AM and using Lemke and/or Shlemon Funds to support travel to Japan to present same presentation to Japanese EG's who have expressed similar interest to fund travel to US similarly. Much discussion regarding cost and how to roll out. Concept in general supported by Board.
- Action: S. Hilton to outline approach to this award and verify with Donors it is within Charter and then P. Buche to discuss with AEG EC to gather input and get back to AEGF Board.

6. Scholarship Portal..... Vice President Cooper

- VP. Cooper discussed having reached out to suitable.com 10 times (5 emails and 5 phone calls) with no response. S. Hilton recalled discussion with past AM awardees comments that current system has no problems.
- Action: VP Cooper will reach back out to some local universities to see if a grad student would be interested in helping us out and moving forward.

7. Shared Drive..... Secretary Hilton

- S. Hilton summarized need for secure, password protected cloud storage accessible only to Board members with key documents. Examples of cloud providers included Google Drive (currently used by OM), Sharepoint, Teams. Completion of Retention Policy needed to define usage.
- D. Haneberg suggested contact info among other key info to be available.
- Action: S. Hilton to arrange call with EC and OM. Vasquez and prepare recommendation to Board to proceed.
- Action: VP. Cooper to work with P. Buche and former P. Saindon to follow up on legal review of Retention Policy.

8. Unfinished Business ..... President Buche

9. New Business..... President Buche

10. Good of the Order..... President Buche

Financial Report (T. Molinari)

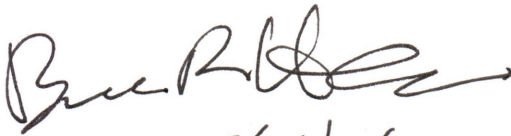
- Current status - \$1.3M total, \$98K cash reserve, 8.3% 2024 YTD investment return
- John Peck Transition – T. Molinari working monthly with and attempting to move to J. Peck as consultant only with monthly functions provided by T. Molinari. Hopeful timeline of 6 mos. – 1 yr.
- Action: T. Molinari to develop draft Investment Policy for Board review.
- Action (former): Board members to volunteer to assist on Financial Committee.

Closed Session – Contractor Review (No notes)

11. Summary of Action Items ..... Secretary Hilton

- Action: S. Hilton to take former action items and fold into meeting minutes
- Action (former): Conflict of Interest & Confidentiality forms to be completed by all Directors and submitted to OM. Vasquez.
- Action (former): Directors who have agreed to make contributions in past to submit to OM. Vasquez.
- Action. OM. Vasquez to send in-kind donations form to all Directors as reminder to submit from 2024 AM costs.

12. Adjourn – 5 pm (2 hours)

  
2/14/26

