

AAMC Executive Committee Meeting

October 26, 2022

Via zoom

<https://zoom.us/j/91612044841?pwd=SVd0S1lyTl05WEtEckFuWCtlaTh6Zz09>

6-8 pm (PT)

1. Call to Order

The meeting was called to order by VP Kathleen Roskos at 6:04

Attendance: VP Pamela Roper, Treasurer Christina Hannan, Governors Mitra Loshrab and Angela DeMoss and Interim Executive Director Pam Herman. President Debby Dittman had an excused absence

2. Approve Minutes-September 28, 2022

The minutes from the September 28, 2022 Executive Committee meeting are approved as written.

3. Executive Director Report

Pam did not have a formal report and stated that she did have comments for later in the agenda.

4. Financial report

Included in an email to the Executive Committee was a financial committee report and the year-end reports. The finance committee will be meeting once a month on the 2nd Monday of the month. Christina explained that moving forward she will be reporting on a quarterly financial report and should be in the BOG packets moving forward.

5. Invoice on a potential legal matter

The executive committee moved into executive session at 6:23 pm. Executive session ended at 7:01 with the following actions:

- Staff was asked to send a letter to the attorney that submitted the invoice stating we are in receipt and have submitted it to our insurance company.
- Staff was asked to move forward with the nominating committee process research with the law firm we have hired.

6. Discussion on when and how to Include members at BOG meetings

There is a concern about the perception amongst the membership of a lack of transparency. If we publish when we are meeting and the zoom link, this will allow members that choose to join

via zoom to see and hear the conversations we are having. They are not going to be on the agenda or called on to talk. This will go to the board for approval

7. Personnel Committee report

Christina provided the report of the AdHoc personnel committee meeting. They propose Pam Herman step back from a full time contract staff person when her contract ends on December 6 to work for us as a consultant 4-6 hours/week. They further recommend that the AAMC promote Lila Goerhing to full time Operations Manager. They will provide a detailed job description to Lila and make a formal offer. They will inform the board of these changes.

8. Governance update

Kathy reported that we have signed the agreement with Karl Mill and we are drafting questions for the attorney

9. Establish reunion committee

The committee decided to table this until we have a purpose for the AAMC and suggested that Debby write up a job description of what the AAMC does during the reunion.

10. Fact Check committee

The committee felt that this should be a subset of the communications committee and that committee should respond to the Facebook and info@ammc-mills.org emails that are not factual.

11. Open Forum Discussion

Open Forum is Thursday and Saturday. Kathy shared the agenda for the meeting

12. Discussion about committees:

The committee went off the agenda to discuss a topic on AAMC committees. There was a concern that one committee had not properly informed the BOG on an upcoming event. There was a lengthy discussion on this and on requiring the committees to conduct meetings via zoom. The BOG may need to authorize additional zoom users with an increase in cost in order to allow committees to have zoom meetings. It was decided to form an ad hoc committee to determine who is on each committee, ensure the BOG receives the minutes for every meeting and a list of upcoming events. They also want to know how long each committee member has served and to encourage BOG members not yet assigned a committee to be on at least one committee. The committees to help committees will be an extension of the request already made by Debby Dittman and VP Pam Roper will chair this committee.

13. Items for the BOG meeting include:

- DEIA discussion (40 minutes requested)
- Personal committee – recommendation – written report
- Financial report – written report, discussion at the December meeting.
- Report of clubs & branches (15 min)
- The Long legal matter – report only
- Update on Bylaws/nom com progress – report only
- Open board meeting process
- BOG attendance
- Member and daughter, currently at Mills will address the board

14. Adjourn at 9:35

Respectfully Submitted

Pam Herman, on behalf of the Corporate Secretary Christina Hannan