



Board of Directors Meeting Minutes  
July 28, 2022 11:00am – 12:30pm  
Location: STEM AC Office and Zoom (included in meeting invitation)

Attendees: Laurie, Nick, Dave, Joanna, Kaitlin, Marney, Angela, Elizabeth

Absent: Molly, Hayley, Dodd

Laurie called the meeting to order at 11:03am.

Nick moved and Dave seconded to approve the minutes from the previous meeting and were unanimously approved.

**The Treasurer's Report was provided by Molly** – Nick presented at meeting

a. FY22 Year End

We surpassed \$1M for this fiscal year. Thank you to all who helped meet this mark. Large amount received from Idaho Community Foundation in June for P3s. Ended \$9K different from FY21 year end. Majority (96%) of donations were from industry. INL funding is still trickling in. Had that come in FY22, we would have met our projections.

75% of the funding is going to P3. Want to show side-by-side pie chart comparison by year breaking down program expenses in future reporting.

There was a discussion of timing of Micron and INL donations with STEM AC fiscal year.

Kaitlin is comfortable with the \$1.2M FY23 Income projection. Kaitlin wants to see more funding for our own programs.

b. Current Budget & Overview

Should the FY23 income projection be increased since it is less than FY22 actual. P3 priorities may change in FY23 to a more regional basis through hub coordinators. Recommendation is \$1.2M to be a stretch goal. Long term, want to balance funding for STEM AC programs vs. P3 funding.

Nick moved and Dave seconded to approve the change of income budget projection to \$1.2M. It was unanimously approved.

c. 990 Update

RFP sent to 3 companies. Millington & Co. came in at \$1350 and agreed to our timelines in writing and we must meet their communication expectations, too. A separate company will need to conduct the

future audit. Laurie requested that there is someone from the Finance Committee be monitoring communications between Millington and the Foundation. Millington will do our Form 990 for FY22.

d. Foundation Fiscal Policy Review Update

Next steps: Molly will send copy to review prior to having approval of changes at the next board meeting.

**Current Business and Foundation Updates**

Grants update and recent awards - Marney

Awarded five grants since the last board meeting. All funders are multi-year funders.

AVISTA Foundation award was \$2500 (we applied for \$5000).

NSF Grant – likely to get as they have requested follow-up information.

Donor development - Joanna

Quiet time of the year and starting at zero with the new fiscal year. \$60K has come in from INL this month.

Hour of Code – Katie and Joanna working on a plan to engage companies throughout Idaho.

Setting up meetings with companies who have supported us in the past.

Looking to FY23 - Kaitlin

STEM AC received a Communication Audit this morning. Will be reviewing over the next month and making recommendations. You may see changes in our communications.

New engagement approach: Previously, educators came to us. We are flipping that to going into communities and being connecting and collaborating (consultation) role rather than just providing programs. Fundraising may be brought in sooner to help connect communities with partners, giving grant assistance, etc. Overall trying to position STEM AC as a “Center of Expertise” for STEM education including providing best practices, toolkits. Ecosystem provides connections to local needs.

Ecosystem continues to develop. Leadership team has developed a strategic plan. Hub coordinators have an RFP, renewable for up to five years. STEM AC is currently sole supporter of three hub coordinator positions. More STEM AC funding is being pushed out through the hubs. Hub coordinators are building their networks to determine organizations who need funding. Laurie mentioned the Southwestern Idaho STEM hub is hosting a booth at the Western Idaho Fair.

IDSEF has traditionally been for high school students. Piloting program for science fair for middle school students in eastern Idaho so science fair will be for grades 6-12. We are receiving a grant from Broadcom to support the pilot.

When Kaitlin submits her FY24 budget, she is including a Foundation Director (Development Coordinator) position as an additional state employee of STEM AC. The current Agnew::Beck

contract is through FY23. Angela recommended looking at what other agencies are naming such positions. Kaitlin is working with HR on the title and job description.

### **Committee Updates**

Committees and assignments for FY23

Finance: Molly, Nick, Kaitlin

Outreach: Kaitlin, Nick, Hayley, Joanna – committee is on hiatus but will meet again on August 12th

Development: Laurie, Joanna – Laurie hasn't had good luck in north Idaho. Next step is to discuss with STEM hub governance committee. Also looking for an accountant with non-profit expertise to join the board.

Idaho Nonprofit Center Conference coming up. Joanna can sign up board members to attend. Joanna will send out details.

Governance Process – checklist created. All conflict of interest forms have been submitted.

### **Acknowledgements**

Thank you, board members for your support in FY22 and for the upcoming year.

Nick's organization helped make Micron's Chip Camp a success this summer.

### **Upcoming STEM AC Events – Attend/Support**

<b>Event</b>	<b>Date</b>
Idaho Nonprofit Center Conference 2022	September 2022
INDEEDS Award at ITC Gala (Boise Centre)	October 2022
Hour of Code	December 2022
STEM Matters	February 2022
Idaho Science & Engineering Fairs	February/March 2023
Idaho Exhibition of Ideas (IDX) 2023	April 2023
EcosySTEM Convening 2023 (Southeast Idaho Location)	May 2023

ITC Gala – recommended attending at there may be seats available at STEM AC table.

Hour of Code – December – volunteers being confirmed. Please let Joanna know if you know companies who may wish to participate.

STEM Matters will be multi-events reaching out to the public during February.

Next meeting date and time: Laurie is not available in September. Dave recommended picking a day of month and being consistent with the date, scheduling 3-4 meetings out. Thursday is more flexible for STEM AC employees. Joanna to send meeting series for second Thursday of odd months, 11am-12:30pm. Also, separate email will confirm that board members not present are okay with this schedule.

The meeting was adjourned by Laurie at 12:18pm.