



Board of Directors Meeting Minutes September 26th, 2024, 11:00 am – 12:30 pm

Location: Idaho STEM Action Center, Conference Room

Present: Nick Aldinger, Laurie Anderson, Anne-Marie Henning, Molly Dimick, Sarah Howard, Katie Bosch-Wilson, Stephanie Lee, Meliah Anchustegui, Dee Mooney, Alex Baca, Hayley Rambur

Meeting called to order by Laurie at 11:00 am

Previous Meeting Minutes – Molly

Anne-Marie made a motion to approve the minutes from the last meeting, Molly seconded, motion carried unanimously.

Other Business - Laurie

Laurie asked Sarah if everyone had completed their conflict-of-interest forms, to which Sarah confirmed.

Discussion about the bylaws relating to the Executive Director's position on the board was briefly discussed. The Executive Director is not on the board, but it is referenced in the bylaws as a volunteer position.

Treasurer's Report - Anne-Marie

FY25 July and August Notes & Highlights:

1. July
 - a. Income - \$31,800.00
 - i. \$5,100.00 Unrestricted Programs
 - ii. \$21,500.00 Professional Development
 - iii. \$5,000.00 STEM Coordination
 - b. Expenses - \$0.00
 - c. Monthly Net Income - \$31,800.00
2. August
 - a. Income - \$2,095.90
 - i. \$200.00 Unrestricted Programs

- ii. \$2,000.00 STEM Coordination
 - b. Expenses - \$31,800.00
 - c. Monthly Net Income - \$29,704.10
- 3. FY25 Total
 - a. Income - \$33,896.00
 - b. Expenses - \$31,800.00
 - c. Net Income & Carryover (to be transferred to STEM AC in Sept) - \$2,096
- 4. Donor Highlights
 - a. July
 - i. \$10,000.00 – Rocky Mountain Power Foundation for CS Professional Development for Rural
 - ii. \$10,000.00 - Bayer Fund for Easter Idaho i-STEM

Discussion: Dee asked what regular expenses were for the Foundation. Anne-Marie stated that the Foundation doesn't expend monies on its own behalf very often. The STEM Action Center receives monies from the Foundation, which are paid on behalf of the Foundation.

Anne-Marie presented a visual on cumulative donations by fiscal year. Katie stated that the large amount of donations for FY21 could have been inflated by P3's and Externship donations.

Nick stated that we would like to see projections of donations throughout the Fiscal Year. He shared projection data from previous Fiscal Year donations. He stated that a projective visual would help the foundation to be proactive rather than reactive to meeting funding goals. Sarah said she will start to create the Finance meetings moving forward including Laurie, Anne-Marie, Dee, Francine, Molly, and Nick.

Welcome to the new Executive Director of the Idaho STEM Action Center – Laurie

Executive Director Update: Dee Mooney

Updates on STEM AC Programs:

1. i-STEM
 - a. 442 educators reached in 2024
2. STEM School Designation
 - a. Number of schools – 10
 - b. Number of programs – 1
 - c. Application process to be presented to the Advisory Board next week
3. Externships
 - a. 60 Host Sites
 - b. 100 Externs
 - c. Large growth over last 5 years
 - d. Bright spot with community and industry partners

4. IDSEF

a. Sites and dates Confirmed

Discussion: Dee would like to be able to bring to the Foundation the cost of each program and the growth of each program to be able to see gaps in funding moving forward. After learning the culture at the Center Dee will be strategizing and planning how to move forward with the Center as well as helping with the transition into the Workforce Development Council.

Sarah stated she appreciated the final note about discussing funding needs for each program because that kind of information provides the metrics for her goals and projections. Laurie also stated that these metrics were used in the past to provide context to what programs cost and how the Foundation's fundraising affects each program.

Current Business and Foundation Updates: Sarah

Progress to Goals:

Baseline - \$235,000

Healthy - \$406,600

Stretch - \$510,125

1. Awarded to Foundation - \$49,646.00
 - a. 21% to Baseline
 - b. 12% to Healthy
 - c. 10% to Stretch
2. Awarded to Foundation & STEM AC
 - a. 30% to Baseline
 - b. 17% to Healthy
 - c. 14% to Stretch

Grants and Donations Awarded:

1. Perpetua - \$12,000 Received for STEM AC
2. Boise Cascade - \$5,000 Received for Foundation
3. Avista - \$1,500 Received for Foundation
4. Rocky Mountain - \$10,000 for Foundation
5. Bayer - \$10,000 for Foundation
6. Meta - \$15,000 for Foundation
7. Applied Materials - \$2,500 Received for Foundation
8. Tech CU - \$3,000 for Invoice for Foundation
9. INL - \$3,000 Invoice for Foundation
10. Idaho Power - \$1,500 Received for STEM AC
11. Individual Giving - \$550 Received for STEM AC
12. Power Foundation - \$5,000 Received for Foundation

13. Idaho Business League - \$750 Received for STEM AC
14. EFT's - \$96 Received for Foundation

Awards Awaiting Notification:

1. Idaho Central Credit Union - \$20,000/Committed to \$10,000
2. Idaho Community Foundation S - \$25,000
3. Idaho Community Foundation SC - \$25,000
4. Whittenberger - \$10,000
5. FMC - \$5,000
6. Kount - \$2,500
7. Nutrien - \$5,000
8. LAM Foundation - \$10,000
9. Perpetua - \$6, 000 (Idaho Gives Match)

Not Awarded:

1. Idaho Community Foundation E - \$20,000
2. Idaho Community Foundation N - \$25,000
3. UP Railroad - \$20,000
4. Umpqua - \$10,000
5. Sparklight - \$7,500

Sarah's main goal when the Foundation doesn't receive an award is to get feedback as to why. Sarah and Dee will discuss connections at Idaho Community Foundation. She has not received an update from Umpqua but will inform the Board when she has received feedback.

Donor Development: Sarah has had a lot of face-to-face meetings with industry partners and the connections she has made. Sarah has made more connections in Eastern Idaho thanks to Molly. Sarah invited the Board to forward over contacts for people who would be interested in being involved with the STEM Action Center or Foundation.

Current Projects/Deliverables: Sarah is still working on transitioning Salesforce to Amplifund and how it interfaces with Luma. She is still using Salesforce until integration is finished. Computer Science Ed Week/Hour of Code is coming up in December, which Sarah has been tasked with finding volunteers. The sponsorship menu is being updated and will be presented.

Grants to Submit: Micron – Sawtooth Stem Educator Award

Events:

1. Idaho Nonprofit Conference – August 27-28 (Sarah)
2. ION – September 18-19 (Morgan)
3. Waypoint – September 29 – October 1
4. 50 State Out for School Conference – October 7-8 (Dee)
5. STEM Innovation Forum – October 8-10 (Sarah, Nate)
6. Sawtooth STEM Educator Awards – October 11th (team)
7. CS for ALL Conference – October 23-25 (Katie)
8. ISBA – November 6-8 (Morgan)
9. Computer Science Education Week/Hour of Code – December 9-15 (team)

Discussion:

Katie requested that anyone who is interested in volunteering at Computer Science education Week to get in contact with her. Laurie also stated the School Board Association would be a place to find volunteers for CS week. Katie also stated that the planning for computer Science week will be more tied up in where and when schools need industry volunteers. Sarah stated that she will host a Volunteer Kickoff Event along with Idaho Power. She has had feedback that people are intimidated with volunteering because they believe they need coding experience.

Board Updates: Laurie

Laurie asked for the list of contacts up north. Sarah will get that information to Laurie.

Update of the Current Foundation Board:

1. New Board Member Candidate - Nick Crabs.

Motion to approve Nick Crabs as a new Board member - Laurie

Alex moved to approve; Anne-Marie seconded; motion passed unanimously.

Nick Crabs will be at the November Foundation Board meeting.

Other Updates - Laurie

Laurie discussed the new board member book that is currently being created. It will be updated in the digital library as well. Items will and can include:

1. Background info about Foundation and STEM Action Center
2. Organization Chart for STEM Action Center
3. Board roles and responsibilities

4. Updated board pages
5. Board bios
6. Information on most recent financials
7. Bylaws
8. STEM Action Center Legislation
9. Summary of STEM Action Center Programs and Regular Events
10. STEM Action Center goals for each program
11. Prospective donor list
12. Recent Meeting Minutes

Annual report filing: It is ready to be completed. Sarah will be completing it today.

Form 990 Anne-Marie will be completing

Nick Crabs Term: ends in 2028 to ensure more rotations.

Nick A. asked if with Nick C. coming on there be an outreach committee due to his experience and connections, which is something that will be discussed.

Laurie proposed November 21st for the next meeting. The 22nd of November was agreed on at 11:00 am.

No executive session necessary.

Laurie adjourned the meeting at 12:05 pm.