



Board of Directors Meeting Minutes November 22<sup>nd</sup>, 2024, 11:00 am – 12:30 pm

Location: Idaho STEM Action Center, Conference Room

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

Meeting called to order by Laurie at 11:06 am

### **Previous Meeting Minutes – Molly**

Laurie stated that according to best practices, the board does not read the minutes aloud during meetings, as they are sent to members prior to the meeting. The bylaws specify that meeting notifications must be sent out at least one week in advance. A decision was made to send the minutes for approval two days before the upcoming meeting for review. Additionally, it was decided that all relevant meeting documents will be sent out two days prior to each meeting.

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

Minutes will go to Molly after drafting prior to the upcoming board meeting.

### **Treasurer's Report - Anne-Marie**

Extension was filed for the 990 Filing to be due May 15, 2025. Cost for the extension and 990 filing will be \$1,750 it will be invoiced and sent to [finance@stem.idaho.gov](mailto:finance@stem.idaho.gov)

FY25 September and October Notes & Highlights:

1. September and October Beginning Cash Balance \$2,095.50
  - a. Income - \$16,064.77
    - i. \$5,100.00 Unrestricted Programs
    - ii. \$21,500.00 Professional Development
    - iii. \$5,000.00 STEM Coordination
  - b. Transfers/Expenses - \$15,100
  - c. Ending Cash Balance - \$3,060.27

Laurie asked why the total expenses was \$15,100 and not the \$15,250. Sarah stated that the transition has created some fees that were inevitably reimbursed so there might be some discrepancies for a couple more months. FY25 projections are \$235k. The center received \$80,765 which is double the amount as last year.

#### Donations by type

- Misc/Unrestricted \$6,461
- Professional Development \$36,500
- STEM Coordinator \$7,000
- YTD Total Donations \$49,961

Laurie asked how grant income would be different from donations. Anne-Marie stated that she hasn't been separating the grant income from donation income in graphics, but they could be separated by income type for a different visual. Sarah will create guidance on what bucket each program goes into as well as sharing her sponsorship menu to help indicate where each program falls. Dee asked if Millington Accounting was under contract and Anne-Marie stated that there could be approval by the board to change accountants.

#### **Executive Director Update: Dee**

Dee mentioned that she is still working on her 30-60-90 plan. The timing of new director appointments with partners has provided a valuable opportunity to connect on goals and collaboration. Feedback from partners has been overwhelmingly positive regarding the professional development programs run by the Center. Dee also noted that employers have expressed interest in how we can better assist students in acquiring industry-specific skills to ensure their professional success. During the Advisory Board meeting, Center staff shared details about the programs they run, including the work and costs involved, as well as the Center's fiscal year goals. A key topic of discussion during the meeting was the desire to engage younger students, particularly in elementary and middle schools. The potential focus on younger education will continue to be an ongoing conversation. Dee also shared that she met with the Governor and the WDC Executive Committee, both of whom inquired about the outcomes and long-term impact of the Center's programs. In response, the Center is exploring options for data collection. The transition within the Workforce Development Council remains an ongoing topic of conversation and discovery.

Dee introduced the Center's new Mission and Vision statements and Core Values:

- Vision Statement: We envision a diverse STEM-powered workforce driving Idaho's economic future.
- Mission Statement: We unite public education, employers, and community partners to ensure all Idaho youth are prepared to access STEM opportunities.
- Core Values: Growth Mindset, Trust, Advocacy, Joy, Effective Communication

Laurie stated that she has seen a shift in focus young students to high school students and that the Center is looking to re-align that focus to young students is very important.

Laurie asked if using the word “public” in education was a deliberate decision. Dee explained that, due to legislative restrictions, public education is the Center’s primary focus. However, since the Center collaborates with community partners, non-traditional education is included within that category.

### **Current Business and Foundation Updates: Sarah**

Progress to Goals:

Baseline - \$235,000

Healthy - \$406,600

Stretch - \$510,125

1. Awarded to Foundation - \$66,460.63
  - a. 28% to Baseline
  - b. 16% to Healthy
  - c. 13% to Stretch
2. Awarded to Foundation & STEM AC - \$108,358.63
  - a. 46% to Baseline
  - b. 27% to Healthy
  - c. 21% to Stretch

Sarah stated that funding received for the Center and Foundation will not include funding the Foundation and Center does not apply for but receives anyway.

Grants and Donations Awarded:

1. Perpetua - \$12,000 Received for STEM AC
2. Clearwater Analytics - \$4,811 Received for STEM AC
3. NSF AIR - \$22,687 Received for STEM AC
4. Individual Lutz - \$125 Received for STEM AC
5. Boise Cascade - \$5,000 Received for Foundation
6. Avista - \$1,500 Received for Foundation
7. Rocky Mountain - \$10,000 for Foundation
8. Bayer - \$10,000 for Foundation
9. Meta - \$15,000 for Foundation
10. Applied Materials - \$2,500 Received for Foundation
11. Tech CU - \$3,000 for Invoice for Foundation
12. INL - \$3,000 Invoice for Foundation
13. Idaho Power - \$1,500 Received for STEM AC
14. Individual Giving - \$550 Received for STEM AC
15. Power Foundation - \$5,000 Received for Foundation
16. Idaho Business League - \$750 Received for STEM AC

17. Micron - \$2,000 Received for Foundation
18. Idaho Community Foundation - \$2,500 Received for Foundation
19. Whittenberger Foundation - \$4000 Received for Foundation
20. Raymond James Charitable Foundation - \$750 Received for Foundation
21. Vanguard Charitable - \$1,000 Received for Foundation
22. Individual Hogue - \$300 Received for Foundation
23. EFT's - \$910.63 Received for Foundation

Awards Awaiting Notification:

1. Idaho Central Credit Union - \$20,000/Committed to \$10,000
2. Nutrien - \$5,000
3. LAM Foundation – \$10,000
4. Perpetua - \$6,000
5. Nagel Foundation - \$10,000
6. State Farm - \$25,000
7. Giving Tuesday - \$5,000
8. Annual Giving - \$5,000

Not Awarded:

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

The Foundation was awarded the Whittenberger grant as well as ICF. Whittenberger is hosting a Luncheon that Dee will attend to receive the check.

NPO feedback: 30% increase in applications, hunger and housing are the focus areas right now.

Sarah stated that the number of educators that are involved has tripled from last year at 185. There are 139 volunteers that will help work this program. Katie stated that there are some conversations about streamlining the program next year to prevent surpassing the Center's capacity including working closer with industry partners.

Laurie stated she would like to see the metrics on Giving Tuesday and Annual Giving to give visual on whether the Center should combine or simply do one campaign. Sarah stated that she is looking into what would be in the interest of the Center finance and bandwidth-wise. Nick C also stated that an analysis of bandwidth and fiscal gain is

important in making this decision. Hayley stated that in the cooperate world the end of the year there are designated funds that need to be used therefore Giving Tuesday could be beneficial to tap into the cooperate donations.

### **Board Updates: Laurie**

Welcome to Nick Crabbs!

There is a lady in North Idaho who is interested in joining the board. She is currently checking with her employer, following that she will fill out the questionnaire and attend the meet and greet. Laurie has more contacts that can make connections in North Idaho.

Board Docs Review: By-laws and charters are being updated right now. Laurie stated that Maureen O'Toole will be assisting with the updates. Once the drafts are finished Laurie will present them to the board for a vote. Nick asked to include the Policies and Procedures in the presentation.

### **STEM AC Events: Sarah**

ISBA – November 6-8 (Morgan)

#GivingTuesday – December 3<sup>rd</sup>

Annual Giving – December 4<sup>th</sup>

i-STEM Instructor Application Open – Now

Computer Science Education Week/Hour of Code – December 9-15 (team)

Externships applications open for host sites and externs – January 6<sup>th</sup>

i-STEM participant applications open – February 2<sup>nd</sup>

IETA – February 5<sup>th</sup>-7<sup>th</sup>

IMLA – February 7-8

Next Meeting: January 16<sup>th</sup>

Laurie adjourned the meeting at 12:23 pm