

ACAO Board of Directors Call
712-775-7031
access 254676

Wednesday, April 5
11:00AM EDT

President BJ Reed called the meeting to order at approximately 11:00 AM EDT, April 5, 2017.

Directors in attendance:

Paul Starkey - Secretary
Connie Johnson
Rick Miranda
Kevin Carman
Todd Diacon

Kelli Brown
Sheila Amin Gutierrez de Pineres
Kathy Johnson
Michaela Whelan
Todd Diacon

ACE Representative: Jim Sirianni

ACAO Executive Director: Theresa Gibbon

Advisory Committee Update – Theresa provided a status update regarding the development of the advisory board. She requested that a decision be made regarding the level of autonomy this board will have with regard to decision making.

Kelli Brown suggested that as long as there is no financial requirement, the board should not need to bring every decision to the ACAO Board of Directors for approval.

Michaela concurred with Kelli's assessment and reiterated the need for maintaining an open flow of communication to the ACAO Board.

Connie Johnson confirmed that she is working as the liaison for the Advisory Board and has been in contact with Sharon Vasquez who is serving as primary contact on the Advisory Board.

BJ Reed agreed with the decision to allow the Advisory Board to have this level of autonomy but stressed the need for the Advisory Board make up to reflect a diverse representation of institutions. He added that after reviewing the proposed list of Advisory Board members, the Board is on track for meeting this objective and that the Board should be comprised of 6-10 people to allow for the need for the

division of labor. BJ went on to describe the importance of ensuring the Advisory Board have a clear charge and focus going forward.

Connie indicated she will speak with Sharon Vasquez soon and provide a report back to the Board regarding the call outcomes.

Membership Engagement: Topics for an on-line discussion – Listserv versus a closed Facebook group. Theresa outlined the reasons for using Facebook as a method of membership communication.

Connie and Kathy supported with the idea of using Facebook as a closed group because of ease of use, popularity and it creates an opportunity for archiving information. Connie reminded the board that this is in line with the suggestions provided during the winter retreat workshop. BJ suggested ACAO try this closed group approach with the plan to reassess after a few months. Rick Miranda asked how ACAO would notify its members of the creation of this group. Theresa responded that this would be announced in the monthly Message from the President which is scheduled be sent following each monthly board call, updating the members regarding the activities of the association.

Digital Fellows Project update, Laura Niesen de Abruna (absent): Connie, after speaking with Laura recently, confirmed that networking for this project is ongoing.

Status of Membership Committee Leadership – Discussion ensued regarding the exact role of the Membership Chair and Committee. Sheila offered to share her ACAD Membership experience. BJ determined that the first step is to outline the role of the Membership Chair and its relationship with the Communications Committee and the Advisory Board. It is decided that Rick, Connie, Sheila and Theresa will develop this role for the next call.

Additional Business: Jim Sirianni announced he is leaving ACE and that his role as liaison for ACAO will be filled by Lynn Gangone. BJ offered his thanks for Jim's guidance and support in the development and growth of ACAO. The Board offers their congratulations, gratitude and best wishes to Jim.

Approve the minutes from March 11, 2017 Michaela makes a motion to approve the minutes, Rick seconded. Motion passed.

Meeting adjourns.