
Minutes of the Special Session of the EDUCAUSE Board

December 4, 2018—Virtual Meeting

Note: All times listed are eastern time (ET)

Attendance

Board members attending: Hilary Baker, Raechelle Clemmons, Elias Eldayrie, Barron Koralesky (Secretary), Edward Leach, Keith McIntosh, Joseph Moreau, Michele Norin (Chair), John O'Brien (President and CEO), Loretta Parham, Carol Smith, Louis Soares, Sue Workman (Vice Chair)

Staff attending: Eden Dahlstrom, Susan Grajek, Mairéad Martin, Nicole McWhirter, Stacy Ruwe, Catherine Yang, Karen Mateer

Tuesday, December 4

Call to Order

Chair Michele Norin convened the meeting at 3:07 p.m. and noted that a quorum was present. Sue Workman made a motion, seconded by Hilary Baker, to call the meeting to order; the motion passed unanimously. Norin introduced the two agenda items for discussion at the meeting: 1) review of the 2019 goals and objectives based on the meeting in October 2018; and 2) review of the 2019 budget. Barron Koralesky moved to approve the October 2018 Board meeting minutes without changes; Joe Moreau seconded, and the motion was approved unanimously.

2019 Organizational Goals and Objectives

President John O'Brien reviewed the slightly revised organizational goals and objectives for 2019, noting that there was unanimous approval of these goals for the association when they were originally presented at the October meeting. The board offered two minor changes to wording and reaffirmed their approval.

2019 Budget

Norin turned the meeting over to vice president Stacy Ruwe, who presented the operating and capital budgets for 2019 and a three-year budget model for 2019–2021. She provided an overview of the rationale and assumptions discussed by the Finance Committee during its deliberations, noting that the committee incorporated changes for the dues structure

based on the executive session discussion at the October board meeting. The board briefly discussed issues surrounding the dues structure, and John commented that each year requires a careful examination of factors that may affect dues. The board will be able to discuss fine-tuning the dues rates in various categories at their February board meeting. The Finance Committee will be briefed on any proposed revisions prior to the February meeting and will carry forward any recommendations requiring board approval. Ruwe highlighted additional assumptions for the budget, including a conservative adjustment in anticipated investment returns. She also pointed out projected growth in registrations in 2020 and 2021, which are anticipated as a result of the strategic investments and improvements being made in the professional learning portfolio. O'Brien noted that the reserves level is maintained in accordance with board target of 6–12 months of operating costs in the financial model.

Treasurer Keith McIntosh, chair of the Finance Committee, asked board members to gauge their satisfaction with the budget materials for today's meeting and received positive comments in return. Members of the Finance Committee cited their appreciation for Ruwe, who incorporated the committee's feedback to produce a well-designed and useful long term financial model. Norin expressed her thanks to all who worked on the budget.

Motion to approve: McIntosh moved to approve the 2019 budget as presented. Ed Leach seconded, and the motion passed unanimously.

Norin called for other items for discussion. Sue Workman brought up the many positive comments she heard about the annual conference—a big increase from previous years. Other board members enthusiastically agreed with this viewpoint, and John noted that he will share the board's praise with the EDUCAUSE staff, who deserve credit for the success. McIntosh specifically acknowledged the DEI work evident at the annual conference and asked about the association's plans to continue to advance the work of diversity, equity, and inclusion (DEI). Vice president Catherine Yang commented that the association is moving forward to convene a standing committee for DEI as well as a community of practice in the first quarter of next year.

Adjournment

A motion to adjourn the meeting was made by Louis Soares and seconded by McIntosh. The meeting adjourned at 4:25 p.m.