

IAFESHE Board of Director's Meeting (Teleconference)
April 3, 2009
10:00 PST

Board Members Present

Tim Capehart, President
Don Hansen, Vice President
Tommy Harper, Treasurer
Natalie Hannum, Secretary

Guests:

Terry Koeper
Ed Kaplan

Meeting called to order at 10:12 by President Capehart

1. IAFESHE Website- the general site is built. Don will be taking over the website from Tim. Don indicated he has the time and desire to continue building the site. Tim to provide him with access and password information. The Board agreed that the website should be featured at the FESHE conference in April so that paying members to IAFESHE can see what their dues are paying for. Things to post on the websites could be: Student Learning Outcomes; Non-profit paperwork, membership recruitment information, featured institutions, and best practices.
2. Membership/Recruitment- Tim created a proposed template for membership cards. Discussion- date the card to have "member since" dates, similar to AAA or American Express cards. Members that renew their membership would be issued update stickers. Board members would have a slightly different card. Natalie offered assistance from her support staff to type up and laminate the cards for members. Tim will make final edits to the membership card template and email out to the board members. Once this is done, Natalie will issue cards to present members.

Regional Representatives- Discussion about using the FEMA or trade regions as regional boundaries for IAFESHE regional boundaries. This is discussed in more detail toward the end of the meeting.

3. Strategic Priorities- Discussion of what IAFESHE's strategic priorities should be.
History- IAFESHE was formed to be a presence and carry issues of higher education to government bodies and others who would benefit from higher education initiatives. It can also support higher education resolutions and legislation, whereas FESHE cannot. It is also a redundancy organization to carry on for FESHE, should FESHE for some reason not be funded or is interrupted from operating. Finally, IAFESHE can be pipeline of information from all over the United States and elsewhere to funnel information back to FESHE about the needs of higher education. It can become the voice of the higher education community and can be of assistance to immersing programs.
 - Strategic Priorities
 - Develop a Mission Statement for IAFESHE
 - Develop a strategic plan
 - Consider recruitment and membership beyond colleges
 - Fundraising
 - Regionalizing IAFESHE (directors or similar title to be regional organizers/managers)

Tommy recommended that we draft the mission statement and get the website ready for FESHE, and then solicit input from those attending the IAFESHE meeting at FESHE to give further direction on strategic priorities and input on regionalization. All agreed this would be an appropriate approach.

4. Support to FESHE- Advocating for FESHE is the biggest support. Plaques or certificates that indicate colleges are “FEHSE” institutions, and partnering with other fire service organizations such as Chief’s Associations and labor organizations to embrace higher education. Open and recruit membership to all.
5. IAFESHE at FESHE- Ed to ask the foundation if we can sell raffle tickets at their booth/location for a drawing for a brick at the Fallen Firefighters Memorial. He will report back at the next meeting. IAFESHE to meet Sunday night May 31st at 6:30, in the “J” building during the FESHE conference. This is different from last year when IAFESHE tried to meet during lunch. This is a designated meeting for IAFESHE with all invited. Ideas to attract attendance- conduct the drawing for the brick at the Sunday meeting, issue a FESHE gift certificate. Perhaps book vendors would donate a prize for giveaway or raffle. Before the conference, flyer with the IAFESHE meeting time and date will be developed and issued on Saturday night at the barbeque. Board members to send out a pre-conference announcement of the IAFESHE meeting to their list-serves to give people advanced notice of the IAFESHE meeting at FESHE. Terry mentioned that IAFESHE has provided beverages for the barbeque in the past and wanted to know if we would care to do that this year. It is on the agenda for the next meeting for a decision. Don and Tommy to bring a roll of raffle tickets when they come up for the conference.
6. Financials- Tim will keep the checkbook and bring it to the FESHE conference. At the conference he will pass it along to the treasurer elect. Tommy will bring all other supporting financial documents to the conference.
7. Homework before the next meeting.
 - Transfer control of Website from Tim to Don
 - Natalie to send Don Student Learning Outcomes for posting on the Website
 - Tim to provide PDF files of the constitution and bylaws, and non-profit status to post on the website.
 - Don to perhaps put a feature institution or best practices blurb on the site.
 - All to prepare possible mission and vision statements for IAFESHE to bring to the next teleconference/meeting.
8. Next meeting: May 1, 2009 at 10:00 (pst)/1:00 (et). Teleconference login information to be sent out by Natalie.
 - Tentative Agenda Items
 - Financial report (so it can be added to the agenda and minutes)
 - Mission Statement and Vision Statement
 - View/comment/edit website
 - Framework for strategic plan going into FESHE
 - Fundraising at FESHE (Kaplan)
 - Beverages for the barbeque at FESHE
 - IAFESHE meeting at FESHE.
 - Flyer, Agenda, Handouts, collateral materials, PowerPoint, Incentives for attendance

Meeting adjourned: 11:20 (pst)