

MINUTES
IBE Board of Directors Meeting
April 19, 2019

(Attending: **Larry Gust, Jeanne McLaughlin, Spark Burmaster, Sonia Hoglander, Paula Baker-Laporte**, *unable to attend*, **Alex Stadtner, Christopher Bell, Andrew Pace, Michael Conn**, *Executive Director*, Erik Rosen, *scribe*.)

1. Call for additional agenda items
 - a. Discussing reply from Bridging Peace – see
 - b. Chris would like to discuss the strategic plan and how to integrate it into the daily operations and board meetings.
2. Approve March meeting summary
 - a. Approved for posting.
3. Treasure's report: (JM)
 - a. Agrees with Michael's report.
4. Keep in mind as we proceed: What do we need from advisory board members?
 - a. noted
5. ED Report, P&L: Questions and Comments
 - a. Larry lauded the new partnership between BBI and Prithwe. Michael reported some of the details of the proposed partnership.
 - b. Larry and Chris asked about a possible meeting between a new development expert who was IBE 213. Erik explained what she does, and that she will be meeting with Michael and Erik in June, and sit in on some of 211. It is in a very preliminary stage.
6. Need Bridging Peace Thank You email?
 - a. The Board discussed the reply from Bridging Peace where they informed us they were ending their relationship with us after five years. Michael explained the recent history of emails which led to their decision.
7. Succession Planning Assignments (JM)
 - a. Progress with completing job descriptions (Michael, Erik, Larry, Jeanne, instructors)
 - a)
 - b. Proposal from Cindy Spoor?
 - a)
8. Status – IP Agreement (MC)
 - a. On hold.
9. Status: Copyright of full certification names (Jan letter to attorney) (MC)
 - a. No news yet.
10. Status: Malaysia (MC)
 - a. No developments.
11. Status: Conference Handout
 - a. Progress on assembling components for long-term use (LG)
 - a) Still on Larry's agenda.
12. Committee Reports
 - a. Distance Education Sub-committee (Waiting for delivery of 312 preload materials) (CB)
 - a) 312 preload videos still in progress.
 - b) 212 preload status (LG)

- 1. Larry explained how Sonia extracted four more elementary courses from 204.3 which will be a four-part prerequisite for IBE 212.
 - b. Status: Five Year Strategic Plan Development – Complete (SH)?
 - a) Sonia is waiting for final feedback. Michael still plans on passing it by an outside planning expert.
 - c. Professional development Committee (SH)
 - a) BSMII – Team membership and development time table
 - 1. Once the strategic plan is finalized, Sonia will turn her attention to this.
 - d. Membership Committee (SH)
 - a) InfusionSoft Data Upload Status
 - 1. In progress.
 - b) Meeting with Erik
 - 1. Still needs to be scheduled.
 - c) Plugin to tie Moodle into Infusionsoft
 - 1. On hold while Shaun attends to some more pressing things.
 - e. Status of Online Course Development Status (MC)
 - a) Send Board thank you to course developers?
 - 1. The Board agreed that a letter to the developers is warranted. Larry will work on a first draft for board members to review.
13. Based on this meeting, what do we need from advisory board members? (All)
- a. noted

Board Assignments Carried from February Meeting

Assignment	Who	Start	Status/Comments	Due Date