



AIC Member Business Meeting Minutes **A Virtual Meeting** **Wednesday, May 25, 2022**

The meeting was called to order at 1:02 pm Eastern Time by AIC President Suzanne Davis. Davis began with a land acknowledgement and then introduced the board members, including Sarah Reidell - incoming Director, Communications – and Lissa Rosenthal-Yoffe – incoming Executive Director.

Secretary's Report

Jennifer McGlinchey Sexton, AIC Secretary, noted that the 2021 Member Business Meeting minutes were available on the Governance page on the AIC website and shared in the learning community. She made a motion to approve the minutes. The membership voted to approve the minutes, with 78 affirming, 11 abstaining, and none opposed.

Nominating Committee Report

Sarah Stauderman, AIC Nominating Committee Chair, announced the outcome of the 2022 elections. Jennifer McGlinchey Sexton was elected to serve a second two-year term as Secretary, Elmer Eusman was elected to a second two-year term as Treasurer, and Sarah Reidell was elected as the new Director, Communications for a three-year term. Chela Metzger was elected to serve a three-year term on the Nominating Committee. Stauderman thanked everyone who was contacted by the committee for their consideration of their request of becoming a nominee, and for all of the candidates for agreeing to run. Jessica Chloros will serve as the next Nominating Committee chair, followed by Renée Stein and then Chela Metzger.

Treasurer's Report

AIC and FAIC Treasurer Elmer Eusman began by thanking Finance Director Linda Budhinata for her assistance in developing the Treasurer's Report. He assured members that despite uncertain times, we remain on sound financial footing, due to sound guidance from staff and have taken advantage of every opportunity to lessen the impact of the pandemic, including successful application and forgiveness of three Paycheck Protection Program (PPP) loans. He noted that the pricing structure developed for the 2021 Virtual Annual Meeting did an excellent job balancing the loss in revenue compared to an in-person meeting and the decreased costs of a virtual meeting.

He also noted that both organizations' financial statements are reviewed by an independent financial firm prior to fieldwork for the single or uniform audit being conducted by our contracted auditors. Their work is overseen by an Audit Committee that does not include the Treasurer or staff. No deficiencies were reported in the 2021 audit.

Eusman showed that in 2021, expenses were lower than expected, and revenues were higher than expected. This was largely due to annual meeting registration, PPP loans, and an employee retention credit. These opportunities were unique to this year.

Projections for 2022 include an in-person meeting and no PPP loans, leading to a projected deficit of nearly \$175,000.

Looking at the 2021 budget, the meeting revenue and associated costs are significantly higher simply because the in-person meeting is more expensive than the virtual meetings held in 2020

and 2021. He also showed that AIC's total net assets increased in 2021. He noted that the \$1,062,394 figure includes Specialty Group reserves.

In reviewing FAIC's finances, the budget for 2021 projected a shortfall of \$75,750, though because all grant income must be booked in the year the grant is received, with pre-booked income, there was a projected net income of \$116,282. In actuality, FAIC saw net income of \$965,278. This was largely due to two forgiven PPP loans, a Getty grant, and significant investment income and realized gains. Expenses were also less than expected because in-person activities needed to be postponed due to ongoing pandemic concerns. The 2022 budget shows higher spending activity due to rescheduling of in-person activities, including workshops, CAP assessments, and Alliance for Response trainings. Total net assets increased again this year to over \$7.7 million.

State of the Organization

Suzanne Davis began by thanking Eryl Wentworth, who retired as Executive Director at the end of 2021, and Tiffani Emig, who is serving as Acting Executive Director until Lissa Rosenthal-Yoffe assumes the position on June 1, 2022. She thanked members of the search committee: Danielle Amato Milligan, Ingrid Bogel, Suzanne Davis, Tiffani Emig, Elmer Eusman, Anisha Gupta, Samantha Springer, and Peter Trippi. Rosenthal-Yoffe introduced herself briefly, noting her excitement to meet people in person at the Los Angeles annual meeting.

Davis reviewed membership numbers over the past years. In 2019, AIC had 3,285 members. In the first year of the pandemic, membership dipped slightly to 3,196. In 2021, it increased to 3,369. To date in 2022, there are 3,192 members with more likely as the year continues. Relatedly, the budget has been stable during the pandemic. Suzanne thanked contributors to the Attendees Assisting Attendees campaign to help with registration in the annual meeting. She also thanked FAIC funders who have allowed flexibility in program scheduling due to the impact of the pandemic.

Davis reviewed the results of the December 2021 membership designation vote, which passed by a vote of 76% with 33% of eligible members voting. The next step will be to modify the bylaws to reflect the changes. Over the next four years as new members join and current members renew, their new designations will reflect the new categories. The professional development requirement will take effect in 2028.

Other significant projects for 2022-2023 include onboarding Lissa Rosenthal-Yoffe as Executive Director, a formal review of the Ethics Core Documents, bylaw revision, finalizing a strategic plan for 2023-2026, and development of a board diversity plan.

Davis shared other significant happenings on the governance level. The first three Holly Maxson Conservation Grant Awards were made in early 2022 to introduce diverse communities to the conservation fields at the kindergarten to undergraduate levels.

Ethics Core Documents Review Task Force

Co-chairs Nylah Byrd and Cynthia Schwarz introduced the task force, which also includes core group members Héctor Berdecia-Hernandez, Lynn Brostoff, Tiffani Emig, Kate Fugett, Kelly McHugh, and Ingrid Neuman.

They are charged with reviewing and proposing revisions to the Code of Ethics, Guidelines for Practice, and the Commentaries to the Guidelines for Practice for approval by the AIC Board and AIC members. It is scheduled to take two years to complete, beginning with the core group

creating a proposed review plan and developing subgroups to explore specific focus areas for change. There will be opportunities for general member input.

Bylaws Revision Updates

Sarah Stauderman, chair of the Bylaws Committee, thanked committee members Meg Loew Craft, Stephanie Hornback, Leslie Ransick Gat, and Noah Smutz.

The bylaws are a nonprofit organization's rules and procedures but do not provide day to day operation instruction. The committee is charged with reviewing and making changes to align with the member-approved membership designation changes, as well as to amplify inclusive language and organizational practice.

The committee plans to submit a draft to the board by the end of July. The bylaws will need to be reviewed by legal counsel before being submitted to the board. After board approval, it will be sent to Professional Associate and Fellow members for a vote. That is expected to happen in the fall.

Strategic Planning Update

The strategic plan guides the work of the organization staff and volunteers and allocation of resources. The prior strategic plan was extended one year to allow for greater volunteer impact during a time of transition of leadership and the impact of the pandemic. The planning process began in November 2021 with the Internal Advisory Group meeting. This group identified other groups that they believed were essential to consult, and the strategic planning committee met with the following in early 2022: Collection Care Network, Conservators in Private Practice, Emergency Conservation Professionals Network, Equity and Inclusion Committee, Education and Training Committee, Foundation for Advancement in Conservation, and the Sustainability Committee. An open Zoom call for all members was also held, as was a feedback session at the annual meeting. In August, the AIC and FAIC boards and staff will meet to synthesize all feedback and begin drafting plans with the goal of finalizing those plans for vote by the board at the November board meetings.

Held in Trust

Held in Trust program coordinator Pamela Hatchfield provided a review of the project, which is a partnership with the National Endowment for the Humanities to review the state of conservation and preservation in the United States. The interconnectedness of the field with other communities has become evident throughout the process. The first step of the project was to identify nine subject areas to focus on, each with two co-chairs and a number of working groups. An advisory council has been formed to help with broader project guidance and dissemination. The steering committee and DEIA working group met with DEIA consultant Michelle Kumi Baer at the Annual Meeting in Los Angeles. The work will culminate in a national Convening at the Library of Congress in Washington, DC, on April 28, 2023, where key findings will be presented through the sharing of stories.

2022 and 2023 Annual Meetings

Corina Rogge, AIC Vice President, reported on the 50th Annual Meeting: Reflecting on the Past, Imagining the Future was held in Los Angeles in mid-May. Rogge thanked the staff for their hard work, the Getty for hosting the opening reception, and the program committee for their work in reviewing the over 400 abstracts. New efforts this year included a Sustainability Tip Sheet developed by the Sustainability Committee and a First-Time Attendees Guide to help welcome new attendees. In development is a guide to abstract development in English, Arabic, and Spanish.

In 2023, the annual meeting will be in Jacksonville, Florida. This was to be the site of the 2021 meeting that was postponed due to COVID. The theme will be Conservation in the Age of Environmental, Social, and Economic Climate Change.

Old Business

There was a question about whether members could suggest future annual meeting locations; they can do so by emailing staff with the city they suggest.

New Business

There was a question about whether, given the importance of accessibility during the Los Angeles annual meeting, there would be a follow-up survey about meeting accessibility to help inform future meetings. There will be, and existing survey results have been helpful in providing a more accessible experience.

The meeting was adjourned at 2:24 p.m.