

# AIMHO Summer Meeting – Exec Notes

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Wednesday, June 01, 2016

## Executive Team Development 1:00-2:30 – Jeff Rosenberry:

We are Limitless, We are AIMHO/Leading Simply – Revisited (Jeff)

- How have we been doing this?
  - **Model** the behavior you want to see
  - **Connect** with the people you lead
  - **Involve** them as much as possible
- Thoughts:
  - What does AIMHO mean to everyone else in the region?
- What are we doing that we need to do better/smallest change with biggest impact?
  - How do we draw in new members or those that have left?
  - How do we positively reel in those whose first experience is the annual conference - what context can we help to give them to create a bigger picture than just the conference – creating that investment? Getting away from the in group/out group feeling?
  - Do we tell our story very well? What were our 1<sup>st</sup> conference experiences?
  - Getting SHOs to engage more on committees – opens a door to conversation and attracts others to serve and really commit – maybe even in an advisory capacity?
  - Start earlier – through webinars, the Angle, emails, etc. – telling our story through those opportunities to get people engaged – create dialogue – plant some questions to those (like the New Member Webinar) and have people who were 1<sup>st</sup> time attendees last year share their experiences, maybe through a panel
  - Add other in-conference opportunities, like getting a “star” for connecting with a connector one more time throughout the conference for a 5-minute conversation
- What are we not doing that we need to try/possibilities that we haven’t tried?
  - What if the executive and leadership members spread out more during things like meals and talk to them and engage them in meaningful conversation about AIMHO – or give everyone 10 people to seek out during the conference (Leadership Team Bingo) – and then introduce them to 3 other people
  - Tracking our data better to help inform our decisions - be careful about not running off of assumptions – maybe we need to do a survey just to committee members and/or SHOs – gather more specific data – how do we support committee members to move up into co-chair and chair – how do we/they measure success?
- What do we need to transition out/solutions that would have us all win?
  - TBD
- 159 days left – what do we want to do with our remaining days?
  - Derek Sivers – How to Start a Movement TED Talk
    - “The first follower is what turns a lone nut into a leader.”
    - How do we create a movement in our roles?
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- **My goals:**

- Submit a program proposal
- Share my AIMHO experience at the Montana drive-in conference and encourage people to go to the conference and get involved with AIMHO
- Encourage others – be for others what I want from others
- Connect with Programming re: Guidebook transition and information
- Make sure I'm being timely with administrative expectations
- Contact Christine at least once per month
- Write at least one Angle article before the November conference – What does AIMHO mean to me – what has been my experience?
- Work on stronger transition materials for the Secretary position

## Strategic Plan & Timeline 2:30-3:30 – Rich Clark

### AIMHO 2016: Shifting Perspective

- Appreciative Inquiry – method of looking for what works in an organization: that we appreciate it and strengthen it. It's not looking for a problem to diagnose and fix or the traditional approach of looking at what's broken.
- Core Assumptions:
  - Every organization has something that works.
  - What we focus on become our reality – if you focus on the positive, you get positive results.
  - Reality created in the moment and are multiple – involve people at all levels
- Learning Outcomes:
  - Understand the difference between a problem solving and deficit mindset and an appreciative inquiry mindset
    - This can be sustainable – you continue to work on it and change
  - Acquire knowledge about the 4 D cycle of Appreciative Inquiry
  - Introduce a new and different way of developing an organization's essence
- Six Principles:
  - Constructionist
  - Simultaneity
  - Poetic
  - Anticipatory
  - Positive – critical, especially language
  - Wholeness – everyone at all levels are involved in the process – how can we do this with an association that that is so spread out?
- 4-D Model:
  - Discovery > Dream > Design > Destiny >
- The Art of the Question: Problems vs. Possibilities (Core Committee would receive training)
- Proposed Process for AIMHO:
  - Commitment from the association to undergo a year-long process
  - Full group participation
  - Assign a Core Group to guide the process that would include members at all levels and CPs
  - Ensure representation of each institution and level with the association
- Core Group Duties:

- Define the change agenda – who are we at our best?
- Define the process and framework for each step of the process
- Create all interview questions (CRITICAL)
- Read, analyze, and derive meaning from all interviews and processes
- Develop the associations Provocative Propositions (goals)
- Proposed AI Timeline:
  - 2016 Summer Meeting:
    - Introduce AI
    - Solicit AI Core Group members (personal invitations/application/recruitment)
  - July Video Conference:
    - Intro of Core Group
    - Identify Communication process and responsibility
      - With association and individuals/institutions
    - Assign homework – mini interviews
  - September Video Conference
    - Core Groups will interpret mini-interviews
    - Identify themes
    - Affirmative topics
  - October Video Conference
    - Continue September discussion
  - 2016 Annual Conference:
    - Present and have membership confirm Affirmative Topics
    - Start the next phase of the Discovery Process
      - Identify external stakeholders
      - Communicate with institutions (Rich and Core Group)
  - March 2017
    - Core Group interprets all Affirmative Topic info and listens to compelling stories from each institution
    - Creates Affirmative Topics with supporting themes/quotes
  - June 2017 Business meeting
    - Core Group and other attendees meet to experience the Dream process and/or the Core Group meets to prepare for the implementation of the Dream – the vision for AIMHO
  - 2017 Annual Conference
    - Core Group presents Provocative Proposition
- Then it also leads into reporting – helps to re-shape how we do our annual reports
- This will take time, and we need the overall commitment
- Discussion:
  - How do we put together the Core Group? Hand tap? Have them apply?
  - Does this involve adding a permanent committee in the future for the annual review? For now probably ad-hoc that advises the region.
  - Some concerns around the timeline – July-August is very difficult – how are we going to ensure that they get completed? Do we want to try to solicit someone to take it on as a dissertation?
  - How can we think differently about the process? Do training and recruitment from now until mid-fall, then maybe start mini interviews in October and extend through the annual conference? Also has the bonus of adding some value and engagement to the

annual conference. Have a drop-in location at the conference for some of these interviews to happen then. Lobbies are great for this. “Come and Shoot the Shift with Us” – could also be a meal conversation – could pre-set some table tents with questions – have them “all-play” style chat with each other, take notes and turn them in – maybe teams of 2 – make sure they’re not sitting next to someone they know (let them know in advance) – it’s an opportunity. Oh, and snacks and stuff (Go, Brent, Go!)

- Could another possibility be some on-site training for the Core Group in LV in September? Maybe we could find some one-time funds to help support this? The valued face-to-face. Maybe the Golden Nugget would help with some sponsorship on hotel, and Aramark would most likely help with meals.
- Brent: How can we incorporate new professionals at the conference? Rich: Re-frame the question: “What would engage you” or “what other experiences have you had that did engage you that we could adopt?”
- David: how long do mini interviews take? Richard: typically 30-45 minutes, some longer, some shorter

### Funding Requests:

- Awards & Recognition – Ongoing \$265 to cover plaques for Outgoing Committee Chairs
  - Deferring to previous discussions that this had already been generally accepted by the membership. Barb did note a concern that we’re adding money to a budget that’s already \$26,000 in the hole, and carryover won’t cover it forever. Moved by Nick, Seconded by Katie. Request passes.
- Wellness Challenge - \$25 for prizes for the winner – One time request
  - Spelman Johnson will sponsor this instead! Thanks, Jenn!

### Bylaw Amendments:

- Wellness Committee added
  - Would like to propose that it fall under Member-at-Large Entry Level
  - Will also encompass the Mental Awareness work continuation
  - Amendment includes some language for the Leadership Manual
  - Discussion:
    - Jeff: Noted would impact Summer Meeting by 2 more
    - Barb: How many are participating right now? Would be good to know to justify its necessity
    - Jeff: also noted that it would make two current ad-hoc committees into one committee and spread it out over a variety of
    - Jenn: Over the long-term, it’s still a good thing to be focusing on these kind of initiatives
    - Barb: is this for internal wellness or external wellness? Each frames very differently. It sounds like possibly both? The write-up needs a little work.
    - Barb: what is your goal for how many people on the committee?
    - ACTION: Katie and David will re-vamp for Leadership

- Quorum
  - Nick reiterated his concern about the fact that just over 25% of the membership in an affirmative vote can make decisions
  - Barb: Issues: 1. Simple majority of all membership to make quorum, 2. Level to pass a vote 3. Could we pilot technology for this year?

**Thursday, June 02, 2016**

## **Executive Work Group 9:00-11:00**

### Legislation, re-visited:

#### QUORUM:

- Back to Barb's issues – purpose of lowering the quorum from 60% to 50%+1 is to make it easier to do business.
  - Mo is in agreement with this, but maybe we do want to set a higher threshold for the affirmative vote
  - Nick – or at least when we're voting on money – passing budgets, etc.
  - Jenn – do we have any sense of what the other regions are doing? We have gotten feedback before
  - Jenn – what if we voted on the budget in a different way? Maybe we present it at the meeting, and then vote via email. David – but what do we do if it declines? Jenn – you amend it and send it back out.
  - Nick – and when we're voting on where to put AIMHO – that does involve financial decisions for individual institutions
  - David – what about the possibility of presenting it pre-conference, maybe via Webinar? Jenn and Jeff both pointed out that the discussion around the budget is very important.
  - Rich – danger in separating out the different kinds of votes is it gets confusing to those who don't understand why we'd make the change
  - Jenn – what you could do for the budget is present and even vote, but if you don't get the 50%+1 of TOTAL membership, then you go out to the rest of the membership and get their votes. Send out the recording of the Business Meeting with the budget to the non-attending institutions.
  - Nick – and if we don't meet the threshold, we don't announce the vote count
  - Nick – to Rich's point of it being complicated – make a cheat sheet for them, make it part of the Guidebook (Rich) and have the Parliamentarian explain it at the beginning of the meeting (Jenn) and also have a couple on each table.
  - In conclusion:
    - Change quorum to do business from 60% to 50%+1
    - General business would pass with a 50%+1 of those in attendance at Business Meeting
    - The Budget or other financial decisions need a 50%+1 of TOTAL dues-paying institutions to pass
      - Does conference location count as a financial decision? – Jenn – could we do some research? Could we do a survey out to membership on how they choose the conference? Nick/Barb: as long as it's been vetted

by the Executive Team that the Bid Proposal is viable, then a 50%+1 of those in attendance would ok - agreed

- Also, the financial decisions would not include the discretionary funds already approved through the budget (or by shifting around allocated dollars), but taking from the Carry Forward funds would require a vote as outlined above under “other financial decision.” - agreed
- Nick – could also consider asking for a line in the budget that does allow for some discretionary funds for Executive Team allocation, or come up with a dollar amount that the Executive Team could approve without an all-institution vote – probably a total amount per year AND a limit for individual asks (maybe \$6,000 per year, but nothing over \$1,500 could be approved as discretionary).
  - Rich – is that \$1,500 limiting? Are we locking ourselves in?
  - Barb – the requests we’ve been getting have been larger requests
  - Jenn – it would be better to take them item by item with consideration without a line item that starts to look like a “slush fund”
  - Could we seek sponsorship for something like Strategic Planning? Does that step on the toes of CU-Boulder’s fundraising? Rich has thrown out a number of \$2,500, but Tem is checking – might be more.
  - Barb – any revenue changes would take a 2/3 vote
  - Jenn – do we think getting sponsorship for Strategic Planning is appropriate? Jeff – yes (passionately). Rich agrees as long as it doesn’t detract from the annual conference.
  - Barb – it’s really either that or keynote gap, responsibly to get funding prior to the annual conference
- Conclusion: NO BYLAW Change – no Exec. Committee line item, we will seek a sponsorship for the Strategic Planning Core Group training

Advancement Committee – Jeff Rosenberry:

- Scholarships – Barb:
  - Reviewed criteria against amount and mission
  - Dick Daines and Dallan Sanders – propose raising from \$250 to \$400
  - NHTI is already in the budget (increased to accommodate multiple sites)
  - New Member/Non-Member – remove – confusing and not many applicants
  - The current budget is \$3,000, but if we were consistent with how many we gave out the total would be \$4,780, which would require increasing by \$1,780 – asking for it in the 17-18 fiscal year.
  - For this year, still want to increase the award amounts, but not the total amount given out (\$3,000) – so fewer scholarships will be given out.
  - Discussion:
    - Moved to approve raising individual scholarship amounts for this year, but not total budget, and removing New Member/Non-Member by David, seconded by Brent. Passes unanimously.
      - Advancement Committee will be continuing discussion on exactly what proposal will go forward for 17-18 and the best way to handle scholarships without going further into the red.

- Investments – Jeff

# AIMHO Summer Meeting – Leadership Notes

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**Thursday, June 02, 2016**

## **Leadership Team Kick-Off, 1:00-1:45 – Jeff Rosenberry**

Icebreaker with Katie and David

## **Leadership Team Group Work**

IACURH Update:

- Updates from outgoing President – Shannon Mulqueen
  - Voting to have Nevada joining at IACURH 2016
  - Reference to the Strategic Plan
  - Great relations with AIMHO this past year
- Rebecca Smith – Incoming President from UNC
  - I-Advocate – addressing hunger
  - NRHH Regional Advisor Election will be happening at IACURH 2016
  - We will also be taking bids soon for IACURH 2017 so they can review them at IACURH 2016, currently taking bids for No Frills 2017
- Advancement Society (formerly AAFN) – there are now levels of joining, not just \$100 level
- No Questions!

Setting the Tone – Reminders from Jeff:

- Own your development - Be accountable for your growth
- Cannot be successful alone - Development requires the support of other people
- To reach excellence in anything – we must identify talents and leverage them productively
- GOMOs (Going Through the Motions) and D-Grunts (Disgruntled) = 71%
- If you think you are leading, are you actually leading?
- LEAD SIMPLY!
  - Model the behavior you want to see
  - Connect with the people you lead
  - Involve them wherever you can
- 6 Word Story Keeps Your Focus:
  - Be the Change that You Want

## **RAppin' 2016 Update 2:50pm:**

- (Report Uploaded Separately)

### **Committee Reports 3:00pm:**

- (See reports in email/Dropbox)