

January 26, 2001 Meeting

**Treehaven,
Tomahawk, WI**

Board Members present: Geoffrey Bishop, Paul Denowski, Jim McGinity, Mary Pardee, Michael Flitter, Michael Anderson, Seth Huebner, Bobbi Zbleski, and Rebecca Clarke

Others present: Cindy Halter

Board Members absent: Elizabeth Janvrin

Geoffrey Bishop, Chair, called the meeting to order at 5:20 PM.

Approval of the December, 2000 minutes. (Geoffrey). *Motion:* To approve the December 2000 minutes. (Michael F./ Mary). *Passed unanimously.*

New Board Member Welcome: Geoffrey welcomed the new board members: Rebecca Clarke, program manager at CWES; Seth Heubner, student from UW-SP; Michael Anderson, teacher in Bayfield School District; and Bobbi Zbleski, KEEP.

Board Chair: A motion was made to elect Geoffrey Bishop as chair of the WAEF Board of Directors for 2001. (Paul/Mary). *Passed unanimously.*

Board Chair-elect: A motion was made to nominate and elect Paul Denowski as chair-elect of the WAEF Board of Directors for 2001. (Mary/Michael F.) *Passed unanimously.*

Treasurer: A motion was made to nominate and elect Mary Pardee as treasurer of the WAEF Board of Directors for 2001. (Paul/Bobbi). *Passed unanimously.*

Orientation of New Board Members: Geoffrey facilitated a orientation of the board books with the new members.

Treasurer's Report: (Geoffrey). Geoffrey noted that Cathy did not have time to complete a new financial report before the Winter Workshop. Two financial matters were discussed.

- ❑ Money market account (approximately \$45,000). Beginning April 1, 2001, this account will be charged \$45 per quarter and we won't have free access to check service with it. Geoffrey asked the board what we should do. Discussion followed including the ideas of reinvesting it in our bank and losing .05% interest on it, but not get charged the \$45 fee or taking the money out of the bank and investing it in to a mutual fund. The board decided to have the finance committee research further on possibilities and bring the options to the March board meeting where they will offer suggestions for the board to discuss and vote on.
- ❑ Office budget. The office budget needs to have \$1,000.00 transfer to it from our general fund because it has approximately \$200.00 left in it currently to last until June 30, 2001. The board discussed the necessity of this transfer. A motion was made to transfer \$1,000.00 from our general working account to our supply account. (Paul/Michael F.)

Passed unanimously. The budgeted amount for the office budget was discussed and the board agreed to look at that aspect of the budget more at the retreat weekend.

Administrative Assistant position: The administrative assistant position is vacant as of January 26, 2001. Cathy MacKay, our previous administrative assistant, has taken another job with Portage County in her professional career. The board wishes her well. Mary Pardee, Bobbi Zbleski, Randy Champeau and Carol Wake are on a screening and interviewing committee to hire a new administrative assistant. They will be interviewing two candidates on Monday, January 29, 2001 and Tuesday, January 30, 2001. During the time that there will be no AA in the WAEF office, Mary Pardee and Bobbi Zbleski will help out with phone messages, collecting mail and depositing money for the organization. THANK YOU!

Midwest Environmental Education Conference (MEEC) 2001: Jim reported that the Call for Presenters is out in the mail and should be in members hands. It is also on the website and can be downloaded. He encouraged people to submit proposals. Mary also suggested that we encourage classroom teachers while at the Winter Workshop. Jim reported that he and his planning committee can always use more help. He presented a working budget to the board.

WAEF Website: Bobbi will be maintaining the website in the absence of an AA. You can submit items to her. She has looked at many other EE websites lately and commented on the excellent quality of the WAEF website. We are now on EE Link.

EE Network Mailing: The network mailing goes out on February 15, 2001. Bobbi will be making sure that the WAEF Awards nomination forms get out in that mailing. Cindy also noted that the EE Network mailing deadlines are on the calendar for informational purposes. Elizabeth had suggested those dates be put on the calendar.

WAEF 2001 Board of Directors Calendar: The August 19, 2001 meeting was changed to August 26, 2001 on the calendar. A motion was made to approve the calendar with the August 19, 2001 date to be changed to August 26, 2001. (Michael F./Paul). *Approved unanimously.*

Motion: to adjourn. (Michael F./Jim). *Approved unanimously.*

Meeting *adjourned* at 6:25 PM.

Respectfully submitted,

Cathy MacKay