

**WAEF Board Meeting Minutes
January 28, 2005**

Board members in attendance: Carrie Hembree, Jeremy Higgins, Karla Lockman, Heidi Conde, Betsy Parker, Amy Workman, Ben Bishop, Mary Holleback, Rebecca Westfahl

Board members not in attendance: Dave Kuckuk, Tanya Zastrow

Within these minutes, please note that an * indicates that a written document exists to support and supplement the information provided. Upon reviewing the minutes, each Board member should confirm whether or not they possess these documents.

The WAEF Board meeting was called to order by Carrie Hembree at 3:20pm on January 28, 2005. The meeting was held directly preceding the WAEF Winter Workshop at Treehaven Field Station in Tomahawk, Wisconsin.

CONFIRMATION OF CHAIR AND CHAIR-ELECT

Carrie read from the WAEF bylaws the procedure for confirming the Chair and Chair-elect. Rebecca moved to confirm Carrie as 2005 WAEF Chair and Jeremy as 2005 Chair-elect. Mary seconded the motion. The motion passed unanimously.

READING OF THE MINUTES

The *minutes from the December 12 Board meeting were reviewed. Carrie added some grammatical corrections. There was some discussion of items in the minutes such as NAAEE 2006. Jeremy moved to approve the minutes as amended. Mary seconded. The motion passed unanimously.

PUBLIC INPUT

There was no public input.

TREASURER'S REPORT

Carrie gave a summary of WAEF financial and office updates. Ian Goldberg, fiscal officer of the UW-Stevens Point College of Natural Resources, is continuing to work with WAEF administrative assistant Carol Weston to validate and reconcile WAEF's financial records, specifically QuickBooks accounting. Simply put, WAEF has money in the bank and is financially secure. So far, it seems that Carol Weston will be taking a more direct role in entering numbers into QuickBooks and making sure all numbers and budget lines add up. Rebecca will be working to get up to speed on finance duties and capabilities, as she has graciously volunteered to serve as Treasurer. Rebecca's role will be to check in with Carol and provide input that all accounts look acceptable. As of now, our taxes are paid up and our W2's are taken care of.

ADMINISTRATIVE ASSISTANT'S REPORT

Carol Weston did a phenomenal job preparing for Winter Workshop. She worked very well with Steve Sandstrom, Mary Holleback, and the Treehaven staff to ensure that arrangements were taken care of in a timely manner and everyone was fully informed of details. Kudos to Carol!

COMMITTEE AND LIAISON REPORTS

A brief overview of committees and liaisons was shared for new Board members.

Committee Reports

Management

The committee is reviewing the current structure of liaisonships. Jeremy gave an outline of plans to re-vamp the liaison structure so that it is more useful for WAEE and partners. A-level Liaisons will include key partners and state players in EE, such as WEEB, DNR, WCEE, etc. B-level Liaisons will include WAEE member organizations and other groups. The oversight of liaisons may be returned to the Networking committee. The structural adjustments of both liaisons and committees will be a topic of discussion for the whole Board at the Spring Retreat.

Conference – A *Membership Committee report was available for review. Congratulations to the Winter Workshop planning/organizing committee, Steve Sandstrom and team, for putting on not only this but the next two Winter Workshops. Be sure to thank Steve and team for their efforts.

The 2005 fall conference is still planning. The WEEB grant submitted to support the 2005 fall conference was discussed. Several Board members raised questions about the budget for this event. The Board would like to see budget numbers as soon as possible, definitely before any money is committed to speakers, entertainment, etc. Why was the particular speaker, George P. Lakoff, a professor of linguistics at UC-Berkeley, chosen? Heidi asked for a range of prices for a typical keynote—Mr. Lakoff will cost the organization at least \$3710, according to the budget submitted as part of the WEEB grant. The sum seems pretty hefty. The 2005 Fall Conference planning committee meets the first Wednesday of each month at the UW-Madison Arboretum. Board members are encouraged to get involved in conference planning in any way possible.

2005 MEEC – A history of WAEE's involvement in the MEEC was given. The 2005 MEEC will be in July in Iowa. Jeremy passed around the MEEC call for presenters. Please encourage Wisconsinites to present and attend the 2005 MEEC.

Tangential Discussion: Why don't conference chairs get in free to conferences? Historically, this has been up to the conference planning committees. If they want to get in free, they put it in the budget and raise the money to cover the costs. Any conference planning committee is free to do this.

Tangential Discussion: Why don't WAEE Board members get in free or discounted registration for conferences? Amy mentioned that she was surprised when she first learned that Board members do not receive this benefit. In fact, shouldn't there be more benefits in general to those serving on the WAEE Board? However, would it truly be fair for a Board to make decisions regarding their own benefits? Betsy commented that a Board passing approval on Board benefits would be doing so not so much for themselves, but for future Boards. Should the membership be consulted before a Board makes these types of decisions? How could this be accomplished?

Liaison Reports

Nature and Environmental Center Section – A description of this important subsection of WAEE was shared. This is a bylaw-mandated section of WAEE. A key player in this group has been Kathe Crawley Conn at Aldo Leopold Nature Center. The section meets annually at the fall conference.

WEEB – Pat Marinac, a very active WAEE member, also serves on the WEEB. She acts as a liaison for WAEE, updating WEEB on WAEE and vice versa. WEEB has been extremely supportive of WAEE, specifically with its grant program. WAEE has received grants for conferences, WAEE resources on the web, and other projects.

NAAEE – WAEE is not an official member organization of NAAEE. It would cost \$500 per year to become an official member organization. Until now, WAEE's liaisonship to NAAEE has been through the individual membership of Mary Vymetal-Taylor. If WAEE decides to pony up the \$500 per year for an official organizational membership, we might want to consider formalizing a representative position, one that would be Board-elected, to serve as our spokesperson to NAAEE.

REVIEW OF ACTION ITEMS FROM PREVIOUS BOARD MEETING

This turned out to be a somewhat stunted effort.

An Action Item about electronic voting will come up again under Old Business.

An Action Item about incentives for Board members has been discussed previously during this meeting.

An Action Item concerning bylaw changes is currently being acted upon. A mailing must go out to the entire membership with suggested bylaw changes. Each bylaw change should be a separate vote-able item. Members must be given at least 30 days to vote. The bylaws should be posted on the website to make them available for member review. A mail-back postcard in the mailing can provide members who cannot access the internet a way to receive a copy of the bylaws for review.

OLD BUSINESS

NAAEE 2006 Fall Conference

The situation is thus: (See the December 2004 minutes for additional discussion.)

The 2005 WAEE Fall Conference will be held in Madison on October 27-29, 2005.

This conference will celebrate the 30th anniversary of WAEE—we are hoping for a gala event. WAEE signed a memorandum of agreement with other Midwestern states to host the MEEC on a rotating basis. Wisconsin is committed to this and will be responsible for the 2007 MEEC. NAAEE wants to come to Madison, Wisconsin, in 2006 for their fall conference. This would require the partnership of WAEE and other state EE players. Jeremy shared highlights from the NAAEE draft RFP/conference hosting bid. This details the obligations of a state who applies to host an NAAEE fall conference.

Discussion: Can the volunteer power of WAEE/others support first the gala 2005 WAEE fall conference, put on a MEEC in 2007. AND do justice to a 2006 NAAEE conference? WAEE members are reluctant to serve on conference committees as it is. Would our members want to have three non-standard fall conferences in a row? Two in Madison in a row? This *could* be an exciting national step forward for WAEE. This *could* overwork our volunteers and kill the organization.

ACTION ITEM: Board members are to talk to members over the next two weeks and gauge interest in hosting a NAAEE event in 2006.

ACTION ITEM: Carrie will contact the state organizations in MN and IL to ask their thoughts on hosting the 2006 NAAEE conference.

Electronic Voting Policy

Several Board members were overwhelmed by an intense feeling of déjà vu. The policy was revised to say that an electronic vote must receive a 2/3 affirmative vote to pass, as is stated in Robert's Rules of Order, the parliamentary procedure of WAEE, as indicated in the bylaws. A simple majority vote is not sufficient. All Board members must vote within ten days, if available for voting.

Who moved? Who seconded? The motion passed unanimously.

NEW BUSINESS

2005 WAEE Board meeting schedule

It is imperative that we set a Board meeting schedule for 2005. It turned out to be a very difficult process. Board members are expected to attend at least 75% of meetings each year.

The 2005 Board meeting schedule is as follows:

Friday and Saturday, February 25-26, 2005 – Board Retreat

Saturday, March 12, 2005 – Board meeting

Saturday, May 21, 2005 – Board meeting

Sunday, August 28, 2005 – Board meeting

October 27-29, 2005 – WAEE Fall Conference – Board meeting

Sunday, December 11, 2005 – Board meeting

Jeremy, as Chair-elect, will take the lead on arranging locations of Board meetings.

NEEAP/EETAP Leadership Clinic

This item was not discussed because of time constraints.

ANNOUNCEMENTS

-Board members are reminded to adhere to the intra-Board communications procedure.

-Participants in the WI EE Forum are encouraged to log onto the event website and register to receive a free book.

-The Spring Adventure Workshop will be May 6-8 at the Boston School Forest in Wausau. Please consider attending.

??? moved to adjourn the meeting at 3:11pm. ??? seconded. The motion to adjourn passed unanimously.