

WAEЕ Board Meeting Minutes
Maywood Environmental Park, Sheboygan, Wisconsin
March 12, 2005
12:00pm – 6:00pm

Board Members present – Carrie Hembree, David Kuckuk, Tanya Zastrow, Betsy Parker, Rebecca Clarke, Karla Lockman, Amy Workman, Ben Bishop, Mary Holleback
Board Members not Present – Heidi Conde, Jeremy Higgins

Meeting called to order by Carrie at 12:30pm.
Time was taken at the beginning to review minutes.
Mary moved to accept the minutes as amended. Dave K seconded. All approved.

Public Input
None

Additions to Agenda
State Superintendent election, student scholarship policy, and offering support to EPA EE office

Treasurer’s Report
Rebecca handed out the current Year-To-Date report. WAEЕ has sufficient funds in the bank. The three WAEЕ accounts include checking, savings, and money market. This information should be used by committees in preparing their annual budgets and reports.

AA Report
Carol Weston has been working with CNR fiscal officer Ian Goldberg to update all QuickBooks accounting. Carol has been offered a part-time job from July to December with the WCEE helping with the Gov’s High School Environmental Conference. Carol consulted with the WAEЕ Fall Conference chair about the possible impacts of her new position – there is a greater need for the WAEЕ AA to help with conference registration.

Committee Reports
Who are the 2005 Committee Chairs?

- Management – Carrie
- Finance – Rebecca
- Advocacy – Gail Epping Overholt
- Membership – Uncertain
- Conference – Mary Holleback
- Website and Newsletter – Sunshine Kapusta (co-chair) of website, Betsy
- Networking – Uncertain

Management – No formal report. There has been much work done with conference

Finance – Rebecca will send out budget templates to the various committees to prepare for the May budget meeting. Rebecca will also email the month by month budget to the various committees so they can look at last years’ numbers.

Networking – No report

Membership – No report

Advocacy – (Verbal report) Carrie – Gail Epping Overholt, Kathe Conn and Carrie have been talking about what advocacy topics should be on the website. These would not include action items, but more of an advocacy “tool box”.

Action Items - Carrie will contact other advocacy groups for further information. Carrie will put it in the April EE Newsletter.

Rebecca will send Carrie the link to a Wisconsin Advocacy group for her to contact.

Website – Sunshine Kapusta has had some challenges with maintaining the Fall 2005 Conference materials on the website. Action will be taken by the Chair to clarify for all involved the proper process by which information is submitted for website inclusion.

Conference Committee – Mary Holleback (See attached report) Mary passed out a grant submitted by the 2005 Fall Conference Committee to the Evjue Foundation. There have been difficulties meeting grant deadlines due to extremely short turn-around times for grants to receive Board approval. Mary will advise the 2005 Fall Conference Committee that 5-7 business days would be appropriate for grant approval from the Board.

Mary H passed out some information on the potential keynote speaker.

Winter Workshop – Registration numbers were low, perhaps because registration materials were disbursed late. Overall, it was an excellent event which received positive evaluations from attendees.

Action Items – Management Committee will send a certificate to Northland College Sigurd Olson Institute to thank them for their generous donation made towards payment for Jamie Cloud – the Winter Workshop keynote speaker.

The 2006 Fall Conference is already beginning to plan and organize this event.

Student Committee – Karla and Ben (See attached report) Annual committee goals include updating the state student environmental group list, and creating new student-oriented displays and advertisements.

Networking/Liaisons – The WAEE Nature Center Section is not a formal WAEE Section in our bylaws. There is interest, spearheaded by Kathe Conn, in reviving this section. The newly updated WAEE member database could be utilized to identify potential active participants at nature centers across the state.

Action Items – Mary will email Carrie the link to Milwaukee-based nature center group’s chat room to get to Kathe. Kathe will receive contacts from the WAEE database along with our policy on electronic communication.

WEEB – (Carrie for Pat Marinac) The WEEB grant review training took place this last week. Grants will be renewed for fiscal year 2006 on April 4th and 5th. Grant recipients will be informed at the end of May.

WCEE – (Carrie) The Center is undertaking strategic planning for its statewide mission. The Center’s mission exists as a legislated mandate, so it cannot be significantly altered. Developing a statewide clearinghouse website is being discussed, as is dissolving the EE Network.

Unfinished Business

Discussion: Should WAEE include NAAEE membership in our 2006 budget? It is \$500/year. There was some discussion the advantages of joining. Dave suggested that we ask some current NAAEE members what they think the advantages of membership are. Carrie should also query Kathe Conn, who is an active NAAEE member.

Action Items – Karla and Ben will talk to some of their professors who are NAAEE members. Carrie will talk to Kathe and other EE organizations who are members.

Discussion: Incentives for Board members—what are these and how do we implement them?

- Free registration to conferences
- References for future jobs
- Discounted conference fees
- Professional development opportunities

Suggestions included reduced rates for conferences and budgeting a lump sum to be used for professional development by Board members.

The issue was tabled until the next meeting.

Action Items - Carrie will email this question to everyone for feedback. There will be a deadline for discussion. Everyone is asked to respond.

New Business

Preparing the FY06 Budget – All Board members should review the budgeting process included in their Board book. Submit individual committee budgets to Rebecca by April 15th. Budget templates will be emailed out after this meeting.

Action Items – Budget templates emailed and month-to-month budget emailed by Rebecca to all committee chairs 1 week after this meeting.

WAEE Elections timeline review – David Eagan is currently the sole member of the elections committee. Our bylaws indicate a set timeline for elections. Nominations are due by Nov. 1st. There should be 1 nomination for each open Board position. Ballots must be disseminated by Nov 20th or earlier. All ballots are to be received by Dec. 1st. A Board nominee must receive 20% of the vote to be elected. The Management Committee oversees this process.

State Superintendent Election – It was determined that WAEE should submit EE-related questions to the candidates running for state superintendent. April 5th is the actual election

date. Rebecca will draft the communication piece, email it to the Board, to Nature Net, WEEB, WCEE, & others for comments and signatures. Rebecca wants the drafts and signatures done this week.

Student Scholarship – The student scholarship policy as passed by the Board does not match the information contained on the website.

Action Item: The Student Committee will review the application and develop selection criteria. They will bring recommendations to the next Board meeting.

Carrie will submit changes for the website.

Support for EPA Office of Environmental Education – All Board members are encouraged to write a letter in support of rejuvenating the Office for EE in the EPA.

Announcements

Please consider attending the 2005 Midwest Renewable Energy Association Fair in June.

Establishing a WI State Grass - Tanya is going to find out more about this initiative.

April 9th, WI Conservation Hall of fame – inductee ceremony.

Conservation Congress – 1st week in April in every county.

27th Annual Wisconsin Lakes Convention April 28-29, Green Bay

August meeting at Mosquito Hill.

Motion to Adjourn – Rebecca Seconded by Karla Lockman

Passed unanimously

Meeting adjourned at 5:42pm