

**WAEЕ Board Meeting Minutes**  
**Sunday, March 4, 2007**  
**WAEЕ Office, Stevens Point, Wisconsin**  
*Recorded by Rainey Kreis*

**Board members present:** Rebecca Westfahl, Betsy Parker, Amy Workman, Joella Zocher, John Heusinkveld, Maggie Bishop, Rainey Kreis

The meeting was called to order at 1:46 p.m. following a 3 hour meeting with Sunshine Buchholz and Randy Champeau at the WCEE Office

**1. Review of Minutes from 12/09/06 and 01/26/07 board meetings**

**A. Minutes from 12/09/07**

Reviewed Action Item from minutes RE: Dissolve WAEЕ representation on Wisconsin Conservation Hall of Fame Committee

**Action Item:** Rainey will talk to Ron Zimmerman about the current status of the WCHF committee. If the committee still exists, WAEЕ will not dissolve representation.

**Amendment to minutes:** Will wait to dissolve membership on WCHF committee until confirmation of the committee's existence has been established.

**Motion to accept the minutes from 12/09/06 as amended:** Joella Zocher

**Second:** Betsy Parker

**Passed**

**B. Minutes from 01/26/07**

Rebecca to amend the minutes and resubmit them for approval by the board via email

**Not Approved**

**Action Item:** Rebecca will amend the 01/26/07 minutes and submit them to Carol Weston to post on the WAEЕ website

**2. Discussion of Umbrella Website: Wisconsin EE Clearinghouse Website**

Joella recommended that the board fully support the Umbrella website. Betsy suggested that WAEЕ request to be listed on the top toolbar of the Umbrella website. Board agreed that WAEЕ maintain a separate website that contains information on: the WAEЕ, membership, WAEЕ events and conferences, WAEЕ awards, WAEЕ member outings, and the Advocacy Toolbox (depending on funding).

Questions raised about WAEЕ website: who will manage the website after Sunshine no longer manages it? How can it be made simpler to manage? Can Carol Weston manage the website if it is revamped with a format that does not require significant management?

Rebecca suggested the board develop guidelines for Bulletin postings. John recommended that a "History of WAEЕ" section be added to the front page of the WAEЕ website. Board agreed that the WAEЕ website appearance and layout should be "cleaned-up" if possible. The board will talk to Sunshine Buchholz about making the transition from the WAEЕ website to shared space with the Clearinghouse website.

Rebecca recommended the formation of a Website and Bulletin Committee. Maggie Bishop, Betsy Parker, Joella Zocher, and Rainey Kreis volunteered to serve on the committee.

**Action Item:** Rebecca will inform Sunshine Buchholz that Maggie Bishop will serve on the Wisconsin EE Clearinghouse Website committee.

**Motion to sign Umbrella website Memorandum of Understanding:** Amy Workman

**Second:** Joella Zocher

**Passed**

### 3. Public Input

**Discussion of Randy Champeau's suggestion that WAEE partner with WEEF:**

The board discussed partnering with the WEEF. WAEE will increase membership dues and offer to donate a portion of the dues (\$5-\$10) to WEEF. WAEE will request that the WEEB grant applicants be required to be members of WAEE. In reciprocation for WEEB agreeing to require that the WEEB applicants be members of WAEE, WAEE will post information about the WEEB grant recipients on the WAEE website, will award certificates at the fall conference to the grant recipients (from WAEE and WEEB), and will market WEEB on the WAEE website. The board agreed that WAEE could apply to WEEB for annual funding to support WAEE and the production of the certificates for the grant recipients. John commented that since WEEB was created as a result of the work that WAEE did in the past, the WEEB grants should be perceived as being from both WEEB and WAEE.

**WEEB board nominations:**

The WEEB board is currently accepting nominations for a Nature Center and Zoos representative.

**Action Item:** Amy Workman will ask Kathe Crowley Conn if she will be willing to be nominated for one of the WEEB board positions open (Environmental Educator and Nature Centers and Zoos).

**Action Item:** Rebecca will ask Jeremy Solin if he will be willing to be nominated for the WEEB board position.

**WEEF Funding:**

Board suggested partnering with WEEF. WAEE could benefit WEEF by including an option on the membership application for the members to donate an additional amount to WEEF. Additionally, a donation could be made to WEEF from the MEEC conference profits. The board suggested that the WAEE should educate members about WEEF. A letter will be written to WEEF that expresses that WAEE is interested in partnering with WEEF and supporting them in their efforts.

**Action Item:** Amy Workman and Joella Zocher will write a draft letter to WEEF to set up a meeting to discuss a potential partnership and submit it to the Board for approval.

**Action Item:** Rebecca Westfahl will contact Randy Champeau about the history of WAEE and its connections to EE in Wisconsin.

### 4. Review of Administrative Assistant Report

No Comments.

Carol Weston will be receiving a salary increase and will have a change of title

### 5. Review of Budget and Finance Report

No Comments

**Action Item:** Rebecca Westfahl will send out last year's proposed 2007 budget

## 6. Committee and Liaison Reports

### Networking

No Report

### Membership

The first member outing had 17 people sign-up for the outing. Only had five participants due to inclement weather (snowstorm). A rain date for those that missed the outing has been set for March 17<sup>th</sup>, although it will not be a formal outing.

Amy Workman looked into available conference call services that can be used for the membership committee meetings. She has found a free service that will be used in the future.

Amy Workman and Betsy Parker suggested that for future member outings, the organizers in charge of the outing should have access to the WAEE phone message service so that they can leave a message about the status of the outing when the weather is questionable. They also suggested that the outing registration form should be modified to include a section that requests the participant's number where they can be reached on the day of the outing.

Next 2 member outings: Berlin School Forest High Ropes Course (Aug/Sept)  
Urban Ecology Center (April/May)

**Action Item:** Amy Workman will write a letter to Dean Sauers about putting together an "old timers" member outing.

Membership committee is looking into setting up a Yahoo groups site as a communication tool (discussion forum).

**Action Item:** Rainey Kreis will talk to Carol Weston and Sunshine Buchholz about setting up an online membership registration form.

### Conference – MEEC and Winter Workshop

Review MEEC Fall Conference Report

No Comments

#### Winter Workshop

Involve EENA members/students in the Winter Workshop. John suggested that the students could be involved with the winter workshop by suggesting a theme/topic for a student track for the winter workshop. The students could present some of the sessions within this track.

John suggested the theme of "Environmental Leadership" for the 2008 Winter Workshop. The board agreed to this theme. The theme will focus on advocacy and action. Board members suggested including sections on advocacy writing and inviting Nols presenters. Rainey suggested including a section on the role of advocacy in EE – where does it fit?

#### Fall Conference 2008

Betsy will look into residential nature center sites for the 2008 fall conference. Milwaukee was suggested as a location for the next fall conference. Rainey suggested the theme of Urban EE for the conference. The board agreed that the date for the fall conference would be the weekend before Halloween.

**Action Item:** Joella will check with her contact in Milwaukee and look into possible locations, committee members and speakers for the fall 2008 conference.

**Action Item:** Betsy will look into possible residential nature center sites for the fall conference.

### **Student**

**Action Item:** Rainey Kreis will start compiling a list of contact information for student EE organization in Wisconsin colleges. She will contact Mike Pagel in the Career Planning Office for information on these organizations.

**Hilary** Bulger of Northland College submitted an application to serve as a student representative on the WAEE board.

**Action Item:** Betsy Parker will ask Sunshine Buchholz to post an announcement about the student board member election on the WAEE website. She will also ask Carol Weston to post a notice about the election in the Bulletin.

**Action Item:** Betsy Parker will call Hilary Bulger and invite her to serve on the board.

## **7. Old Business**

### **Awards**

Someone needs to take on the responsibility of Chair of the Awards committee. They will need to review and revamp the awards process, marketing plan, review process, institutional memory (write it down), and decide what to keep and what to change about the WAEE awards.

The nomination forms for the 2007 awards to be presented at the fall 2007 conference will need to be redone and posted on the WAEE website within the next two months.

The board suggested that the School Forest awards, in addition to the WAEE awards, be presented at the fall 2007 conference.

### **Fundraising Policy**

No comments

## **8. New Business**

### **Spring Retreat**

See written report. Board members will submit agenda items.

Agenda Items: Planning and brainstorming for grants; Final report for Winter Workshop

### **Spring Adventure Workshop**

Friday, April 4<sup>th</sup>

**Action Item:** Rainey Kreis will attend the Spring Adventure Workshop on Friday night (before the WAEE spring retreat) and make an announcement about the WAEE.

### **New WAEE Board Member**

Jeremy Solin, Tom Quinn, Victoria Bahe, Tim Vargo, Fred Flasher, and Sara Schmidt were all suggested as potential candidates for the WAEE board.

**Action Item:** Betsy Parker will contact Jeremy Solin about potentially serving on the WAEE board.

### **Liaisons**

Board discussed the potential of networking with Wisconsin Women Forward for EE.

**Action Item:** Maggie Bishop will call Tia Nelson of WFEE and draft a letter of introduction to the WFEE.

## **9. Other**

Trees for Tomorrow will be offering a Forestry Education course for Nonformal educators the second week in August.

**Action Item:** Betsy will look into setting up a Google Calendar for the WAEE board where deadlines, events, meetings, and conference can be posted

Maggie moved for adjournment. Joella seconded the motion. Motion passed.  
Meeting was adjourned at 5:20 p.m.