

WAEF Board Meeting Minutes
October 29, 2004

Board members in attendance: Mary Vymetal-Taylor, Michelle Hartwig, Mary Holleback, Jeremy Higgins, Rebecca Clarke, Carrie Hembree, Gail Epping, Nancy Saulsbury

Board members not in attendance: Angela Vlies, Betsy Parker

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. If not, contact the Chair-Elect.

The WAEF Board meeting was called to order by Chair Mary Vymetal-Taylor at 7:09am on October 29, 2004. The meeting was held at the Telemark Lodge in Cable during the Fall Conference.

II. PUBLIC INPUT

Public input was moved to the beginning of the meeting to accommodate Board meeting guest Dean Sauers and others. Dean proposed a revision of the WAEF definition of "retired" from "Age 65" to "retired pension." Gail passed out page nine of the WAEF bylaws to all. The bylaws state that the Board does not make decisions amending the bylaws. The WAEF membership can propose changes and this process is outlined in the bylaws. Dean will follow through with submitting documentation to initiate a bylaw change.

Mary VT suggested that bylaw amendment be sent to the membership in batches. For example, the upcoming "retired" amendment might accompany an amendment about electronic voting or other relevant topics.

Amy Ann Kerber, a guest from Minnesota, brought up the concern that if all retired persons were not pensioned, then they might not be eligible to take advantage of retired status if the bylaw amendment stated that retired = retired pension.

I. READING OF THE MINUTES

The *minutes from the August Board meeting were reviewed, discussed, and amended. Nancy moved to approve the minutes as amended. Michelle seconded. The motion passed unanimously.

III. UPDATE FROM THE CHAIR

Mary VT suggested that all Board members make a point to chat with Carol Weston while at the conference. Carol is the new administrative assistant for WAEF and is doing a terrific job so far! Reconciliation for the past three months

of WAEE financial activities will be happening as soon as possible. Every effort is being made to ensure responsible bookkeeping practices.

ACTION ITEM: An administrative assistant report from Carol Weston will be submitted for the December Board meeting. Mary VT will forward background information about Carol Weston to the Board.

IV. UNFINISHED BUSINESS

- a. WAEE Newsletter – A *document was distributed with WAEE member comments about the electronic newsletter template. Board member Betsy Parker has volunteered to assist in the process of developing and implementing the electronic newsletter. The first edition will be distributed after the conference, but before December 31, 2004. Discussion ensued as to how the content for the newsletter will be collected.
- b. MEEC MOU Steering Committee – WAEE received a *letter from Carol Schutte, chair of the Midwest Environmental Conference (MEEC). This letter requested use of member email addresses in order to promote the 2005 MEEC.
- c. Jeremy moved to approve the request for membership email addresses. Nancy seconded. The motion passed unanimously. It was noted that the recently approved Electronic Communications Policy is being put to good use.
- d. What incentives can be established to encourage WAEE members to attend the 2005 MEEC? A short discussion ensued.
- e. Wisconsin EE Forum – The Wisconsin Environmental Education Forum is planned for December 6, 2004. Carrie offered an enthusiastic description of the proposed agenda for the forum. All WAEE members are encouraged to attend. Rebecca asked about how the forum had been promoted. Promotion was accomplished by bulk mailings to WAEE members, WEEB contact, WCEE contacts, and others.
- f. Survey to Membership Review – Rebecca clarified her understanding of past survey discussion results, which involved waiting until WAEE member activities had been completed before disseminated a survey. Jeremy stated that he also understood that this had been the final decision on the survey. Various Board members remembered the past survey discussions, of which there have been many, in differing ways. Should the survey be considered after a few electronic newsletters have been distributed to the membership? There was general agreement that waiting until after newsletters have occurred was a good idea.

- g. *Electronic Board Voting Policy – TABLED UNTIL DECEMBER
- h. *Intra-Board Communication Procedure – TABLED UNTIL DECEMBER

V. NEW BUSINESS

- a. Board Positions Opening – Carrie announced that Board positions such as Treasurer, Chair-elect, and Committee chairmanships would be open beginning January 1. Jeremy has expressed interest in serving as the Chair-elect. Official bids for these positions will take place at the December Board meeting.
- b. Elections – All Board members should encourage members at the conference to consider joining the WAEE Board. After all, being on the Board is a great time! The ballots should be distributed by November 20. Ballots will be due to David Eagan, WAEE Elections Chair, on approximately December 8.
- c. Changes to Awards Procedure – Mary Pardee, WAEE Awards Chair, was on hand to give a verbal report. A *written report was also distributed. The WAEE plaques in the WCEE have been updated to reflect recent award winners. Several of these plaques are now full. One new plaque was purchased. During the next budget cycle, additional funds may need to be added to the Awards budget in order to purchase more plaques. Mary Pardee expects to make proposals to change the Awards program this summer. One issue to consider is whether WAEE wants to continue to give monetary prizes for award winners.
- d. WAEE 2005 Fall Conference – The 2005 Fall Conference will take place at the Pyle Center and Lowell Hall on the University of Wisconsin campus in Madison. It will occur October 27 – 29. WAEE may partner with a local nature center to assure rooms/camping options for conference attendees.

VII. ANNOUNCEMENTS

- WAEE has been invited to attend the WI Council on Forestry conference on November 9 and 10. Gail will be a fabulous representative for WAEE.
- Mary VT distributed an EE document from MN to all Board members.
- The agenda for the December Board meeting will be available on November 29. Any items for the agenda must be submitted by this time. The meeting will be held in Stevens Point from 10am to 3pm.

Rebecca moved to adjourn the meeting at 8:11am. Nancy seconded. The motion passed unanimously and enthusiastically.