

WAEF Board Meeting Minutes
Saturday, October 20, 2007
MEEC Conference, Stevens Point, Wisconsin
Recorded by Rainey Kreis

Board members present: Rebecca Clarke, Betsy Parker, Amy Workman, Joella Zoicher, John Heusinkveld, Maggie Bishop, Hillary Bulgar, Tanya Zastrow, Tom Quinn, Rainey Kreis

Guests: Randy Champeau, Jeremy Solin, and Karen Lemberger (WEEB)

The meeting was called to order at 12:10 p.m.

1. Review of Minutes from July and August board meetings

A. Minutes from July

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

Not Approved

Amy commented that the action items in the minutes were listed without clarifying who was responsible for some of the items.

Action Item: Betsy and Amy will review the minutes and assign individuals to the action items.

Amendment to minutes:

Page 2, Item 2: Abbie

Item 4: Betsy and Rebecca

Item 7: Betsy will check with Abbie

Discussed the Google calendar. Further discussion is needed.

Action Item: Everyone should check the Google calendar at least once before next meeting to decide if this is something we want to use.

Action Item: Betsy and Amy will review and revise the July minutes and submit the revised version to the board via email. The minutes will be approved over email.

B. Minutes from August

Tanya to amend the minutes and resubmit them to Abbie Enlund to be posted

Approved as Amended

Amendment to minutes:

Misspellings need to be corrected

Revise sentence about WAEF awards

Change Iowa acronym to IA

Action Item: Tom will revise sentence about WAEF awards and send revision to Tanya

Action Item: Tanya will amend the August minutes and submit them to Abbie Enlund to post on the WAEF website

Motion to accept July minutes as amended: Amy Workman

Second: Betsy Parker

Motion Passed

2. Kim Lemberger, Randy Champeau and Jeremy Solin reported from WEEB

A. WEEB Goals

Goal 1: To promote Green and Healthy Schools collaborative vision in meeting.

- Someone from WAEE should join WEEB organization
- How to promote Green and Healthy Schools
- How WAEE can be involved
 - Maggie asked what WEEB is looking for with Green & Healthy schools
 - Suggested that we should start a dialog about what organization structure is needed to have a lot of stakeholders involved
- Green and Healthy school goal – every school in Wisconsin as a Green and Healthy school
- WEEB is exploring forming a group of stakeholder in Green and Healthy Schools
 - How would it work and if it would work
 - Representative from WAEE in Vision Group
 - Betsy and Maggie will join the Steering Committee
 - Ginny Carlton is the WEEB contact for committees
 - WEEB may have information about committees posted on their website in November or December

Goal 2: To help out the non-formal sector

- Is there networking that will help nurture relationship between schools and the non-formal sector?
- Non-formal EE providers (ie nature centers) (formally known as the “loose group”)
 - Formally a very active group
 - Facilitated by CWES
 - How can we revive and promote it
 - Randys’ suggestion: Revive it under existing organization – WAEE?
 - Betsy expressed that WAEE would be interested
 - Tom suggested that we should encourage non-formal educators to meet together to discuss curriculum at the Winter Workshop
 - Randy expressed that we need a strategy to make it work (as opposed to a policy)
 - Randy has a budget of \$1,300 from WEEB to help get the non-formal organization started
 - Jeremy suggested that a pre-assessment should be done to determine what would be the best method for getting this group together.
 - John suggested that maybe there needs to be a northern representative who can collaborate with the Nature Net program
 - Betsy suggested that WAEE could collaborate with WEEB and Nature Net to identify non-formal leaders and work with them.
 - Maggie mentioned that at Trees for Tomorrow there was a non-formal educator workshop
 - Randy said that we need to identify how WAEE wants to organize this and how we want to contact non-formal educators to ask them what they want. We need to present the idea of an organization to the non-formal community throughout the state.
 - Betsy mentioned that someone needs to do the needs assessment and someone needs to follow-up
 - Kim said that we need to begin assessing who would be interested in this organization at the Winter Workshop
 - Randy said that we should identify 3 people from centers and WEEB will host them.(host who for what?)

- Suggested that this could be a thesis project for Scott Johnson from CWES, who could determine what people want, plan the organization and get it up and running.
- **An Ad-hoc steering committee was identified**
 - **Amy nominated Scott Johnson, Betsy Parker, Rebecca Clarke, and Maggie Bishop**
- WEEB will begin the process with the steering committee online
- Steering committee will meet at the Winter Workshop
- Betsy mentioned there are 200 organizations listed on Nature Net and only 70 if they are members of WAEE – we are not reaching over half of the organizations in the state
- Eventually the steering committee will present the board with a petition to have the non-formal organization added as a section of WAEE

B. WEEB/Randy announcements

- Libby Burmaster of Women forward for EE (and State Superintendent) put EE Consultant position in DPI budget
 - EE community will have to look into identifying someone for the position
- Encouraged board to continue to think about how they can help WEEF
- WAEE will make a donation to WEEF
 - Money will be put aside from the MEEC conference to donate to WEEF
 - Jeremy suggests due to the success of the MEEC, WAEE increases the amount of money promises to WEEF.
 - John suggested that *someone* should write an article about the donation to WEEF for the WAEE newsletter
 - Joey suggested that WAEE should plan to donate \$2,500 to WEEF every year to support the minimal operational costs of WEEF.
- WEEB currently needs a board chair from the EE community, as Pat Marinac's term is almost over
 - WAEE should nominate someone
- Randy will act as the liaison between WEEF and WAEE
 - ~~He will send the board a written report~~ WAEE Chair will need to check in with Randy for updates.

3. Next Board Meeting

The next meeting will be in Milwaukee at the Windham Airport Hotel (site for fall conference) on December 1, 2007 from 9:00am – 5:00pm

- The new chair-elect will be selected at the meeting
 - The new chair-elect will be responsible for helping Betsy run the new Board member orientation at the Winter Workshop

Action Item: Betsy and Tom will create a new membership form by the December meeting

Action Item: Betsy and Tom will bring ideas for the new WAEE brochure to the December meeting

- New brochure will need to include a \$2.00 PayPal for payments by credit card
- Include space to make a donation to WEEF

Action Item: Rebecca will send a PDF on WEEF to Sunshine to post on website

Action Item: Betsy will contact Michael Blumenfield, legislative counselor for help on putting together a calendar of legislative budgetary items coming up

Action Item: Abbie will get brochures from WEEF and add them to the membership mailings

Action Item: Betsy will get in touch with Pat Marinac to establish better contact with WEEB.

Action Item: *Someone* (Tom?) will put together a nice letter to go with the donation to WEEF

Action Item: Rebecca will contact Scott, Randy or Jeremy if we do not hear from them about the WAEE non-formal (nature center) section by December

Action Item: Maggie will take the Dave Engelson bench, varnish it, and follow-up with Dave about what he wants to do with the bench in one year.

Action Item: Tom will get Board and award pictures from Dennis and Sunshine and give them to Sunshine to post on the website.

Action Item: Tom will check that the awardees names are added to the online list.

Action Item: Tom will follow-up on the Dean Sauers award in 1988 for Teacher of the Year.

Action Item: Rebecca will talk to Jeremy about the MEEC budget

Action Item: Rainey will talk to Sharon Courtney from EETAP about helping train and assist Abbie with managing the WAEE finances

Action Item: Amy will compile relevant parts of the ALNC financial procedures manual to provide financial guidelines for the WAEE administrative assistant/treasurer.

Tabled: A financial plan for either training Abbie, having a member serve as a treasurer, or forming a financial committee

Action Item: Everyone will bring ideas to the December meeting for increasing individual and organizational memberships

Action Item: Hillary will send the student report to the board members via email.

Action Item: Hillary and Cassie will put together a list of Wisconsin school organizations

Motion to adjourn: Rebecca Clarke

Second: Joey Zocher

Motion Passed

Meeting was adjourned at 3:15 PM