

## December 3rd, 2000 Meeting

UWSP,  
Room 210  
College of Professional Studies,  
Stevens Point, WI

**Board Members present:** Geoffrey Bishop, Paul Denowski, Kerry Eastman, Cindy Halter, Elizabeth Janvrin, Jim McGinity and Mary Pardee.

**Others present:** Cathy MacKay (Administrative Assistant), Seth Huebner, Lori Kroll, and Bobbi Zbleski.

**Board Members absent:** Michael Flitter and Paul Wozniak.

Cindy Halter, Chair, called the meeting to order at 11:33 AM.

**Approval of the August 2000 minutes.** (Cindy). *Motion:* To approve the August 2000 minutes. (Elizabeth / Kerry). *Passed unanimously.*

**Public Input:** None.

**Treasurer's Report:** (Geoffrey). Geoffrey distributed the financial report for July 1, 2000 to December 1, 2000 and an updated Fall Conference 2000 financial report. (See reports). He expressed WAEE has a healthy bank account and that the Fall Conference made money.

**Chair-Elect/Treasurers Position:** (Cindy). Mary and Paul D. agreed to be candidates for the Chair-Elect position. They will both be serving their second term in 2001. Paul D. and Mary each stated, what they felt are their qualifications for the position. Cindy reviewed the Chair and Chair-Elect responsibilities and the By Laws. The By Laws stated that the first Board meeting in January is when the official election for the Chair-Elect and Treasurer are to take place. A discussion followed. The Board decided to wait until the January 2001 Board meeting to elect a Chair-Elect and Treasurer. They would like the new Board members to provide input and to be involved in the election process. Geoffrey asked Paul and Mary to send him their biographies before the January Board meeting.

**Student Board Member Welcome:** Seth Huebner, the newly elected student Board member, arrived. Each Board member introduced themselves.

**Work Study Student Welcome:** Lori Kroll, the WAEE Work Study Student stopped in for a few minutes to meet the Board Members. Each Board member introduced themselves.

**Administrative Assistant Job Duties:** (Cindy). Cindy distributed copies of the Administrative Assistant Annual Report written by Cathy. Cindy reported that Randy Champeau asked that the Board review the report and provide feedback for Cathy's performance review. A discussion followed. The Board compared the report with the Administrative Assistant Job Description. A decision was made to remove tasks that the Administrative Assistant is no longer responsible for and to add new tasks, such as the website maintenance and the creation of a membership distribution list, to the Administrative Assistant job duties.

**WAEF Endorsement Policy (CCCSP proposal endorsement):** (Cindy). Cindy reviewed a past motion passed by the Board that WAEF will not endorse specific EE groups. Geoffrey added that it is not WAEF's position to endorse, but to educate. The Board confirmed WAEF's position should stay as is.

**EE 2005: A Plan for Advancing EE in Wisconsin:** (Cindy). Cindy reported that WAEF is listed twice as a primary stakeholder in WEEB's strategic plan. First as, developing leadership in EE and second as, communicating the EE message. Cindy asked for input from the Board. A discussion followed regarding the need to review what WEEB is distributing with WAEF's name on it and how WAEF can create goals for its own strategic plan. A decision was reached to work on WAEF's strategic plan at the Work Weekend in March. Cindy reported that UWSP received a 6 million dollar grant to promote and build EE programs in Wisconsin. Kerry offered to write a short article for EE News listing WAEF's accomplishments.

**New Board Member Welcome:** Bobbi Zbleski, one of the newly elected WAEF Board members, arrived. Each of the Board members introduced themselves.

**DPI State Superintendent Election and WAEF's role:** (Cindy). Cindy reviewed a draft of a letter and questionnaire written on behalf of the Environmental Coalition for the 21<sup>st</sup> Century addressed to Candidates for the State Superintendent. (See document). Bobbi explained the letter. Cindy and Bobbi asked for the Board's input. A discussion followed. The Board agreed to support the letter because it is an information service to our members and not an endorsement. The Board gave Bobbi permission to print the letter on the WAEF letterhead. Bobbi reported she planned to revise the letter and mail it within the week. She offered to compile the results and do a presentation at the Winter Workshop. She also agreed to circulate responses to the WAEF Board.

**Providing Guidance to Working Committees from Board Priorities (Strategic Plan):** (Elizabeth). Elizabeth asked the Board to provide more direction to committees. She proposed that they come up with tasks for committees at the Work Weekend in March. Kerry recommended re-visiting the Strategic Plan, vision and mission statement of WAEF. The Board agreed.

**Midwest Environmental Education Conference (MEEC) 2001:** (Jim). Jim reported that he and his planning committee toured the site in November. He described the facility and reported the contract will go out within the week. He has committee chairs for all tasks, except for publicity, and asked the Board for help. The planning committee will be meeting within the week to plan the budget. The keynotes are booked. He will be sending out the Call for Presenters by the end of December.

**NAAEE Conference Report:** (Kerry). Kerry reported that she attended the NAAEE conference. She stressed the importance for WAEF to have a connection with what is going on nationally. She suggested a good resource would be the list serve on Ed Gateway. Kerry reported next year's conference will be in Arkansas. Affiliates are asked to design a quilt patch for a quilt, which will be put together for auction at the conference. Jim, who also attended the conference, mentioned that Wisconsin did have a presence, but not for WAEF. Cindy suggested to Geoffrey he consider appointing co-affiliates for 2001.

**EE Directory:** (Paul D.). Paul reported he got some response to the possibility of updating an old EE directory, but he needs to find a way to get more names. He and Kathe Conn hope to write a grant to create a web-based database of the directory. He would like to link it with Nature Net. Paul asked the

Board to consider being a part of this project. A discussion followed. It was concluded that it fits the WAEE mission statement of informing, not endorsing. WAEE will partner with this project.

**EE Works for Wisconsin Campaign Link to Website:** (Cindy). Cindy read a letter asking WAEE link with this website. The Board approved it.

**EE Article Assignments:** (Cindy). Cindy asked articles for the Spring issue of EE News be sent to her by December 10<sup>th</sup>. Geoffrey will write a “hello from the new Chair”; Kerry will write a list of WAEE’s accomplishments; Jim will promote MEEC 2001; David Eagan will submit the new Board members names; Cathy will send Janet a Board Member 2001 list.

**Winter Workshop:** (Cindy and Cathy). Cindy and Cathy asked that the Board look seriously at the Winter Workshop timeline and set a new policy for next year. The current timeline is not realistic to get tasks done in a timely manner. The Board agreed to put this on the agenda for the next Board meeting.

**Letter from Dave Engelson:** (Cindy). Cindy read a very nice thank you letter from Dave to the Board. Dave was one of the 2000 WAEE award recipients.

**Elections Committee Report:** (Cindy for David Eagan). Cindy commended David on his outstanding work on the elections. (See David’s report). She reported that there were 77 votes cast, which represented only 16% of our membership. The election was very close for all the candidates. The newly elected Board members for 2001 are Mike Anderson, Bobbi Zbleski and Rebecca Clarke. Seth Huebner was elected as the new Student Board member. Welcome to all the new Board members!

**Nature and Environmental Center Program:** (Paul D.). Paul reported that the Nature Center section of WAEE will be sponsoring a program on February 9<sup>th</sup>, 2001 at the McKenzie Center in Poynette, WI. The program’s theme will be focused on Nature Center standards.

**Membership Committee:** (Elizabeth). The Crane Field Trip was successful. Fourteen people attended. Everyone in attendance encouraged WAEE to offer more of these events. The only costs for the outing were printing and postage. The \$5.00-\$10.00 cover charge more than off-set the costs. WAEE made a profit. A Membership Committee Chair is still needed. The next meeting will be during the Winter Workshop. Topics to be discussed are: diversifying membership, EE News/Newsletter communication to Membership and results from an informal survey of the membership. Denise Kilkenny-Tittle will update the traveling display.

**Fall Conference 2000:** (Geoffrey). Geoffrey distributed the results of the evaluations from the Fall Conference. (See handout). He asked the Board to review it.

**Administrative Assistant Report:** (Cathy). Cathy briefly reviewed her report, which was sent prior to the Board meeting. (See handout). She reported on office duties completed since August; that the web page is now up and running; and that the “monthly” membership renewals start in December. Cathy asked for approval from the Board to purchase Acrobat Reader for the office computer. Paul D. *motioned* to spend up to \$100.00 for the program. No discussion was needed. The motion was *unanimously approved*.

**Phone Call From a Reporter:** (Cindy). Cindy stated that a reporter called her looking asking for people to contribute to her article on “What do I feel is important to EE”. Cindy gave the reporter’s contact information to those who wanted to pass along their ideas.

**WAEF 2001 Board of Directors Calendar:** (Cindy). Cindy handed out a tentative calendar for 2001. (See handout). She asked Cathy to update it and distribute copies for the Board when done.

**Letter to Senator Cole from Green Bay:** (Kerry). Kerry asked the Board for permission to write a letter to Senator Cole on behalf of WAEF supporting EE in Wisconsin. Since the letter would be an informational letter, the Board supported Kerry’s idea. Kerry will send a draft of the letter to the Board.

***Motion:*** to adjourn. (Kerry / Mary). *Approved unanimously.*

Meeting *adjourned* at 3:00 PM.

Respectfully submitted,

**Cathy MacKay**