

**WAEE Board of Directors
December 8, 2002
MINUTES**

In attendance: Paul Denowski, Gail Epping, Mike Anderson, Amanda Dworak, Mary Vymetal-Taylor, Mary Pardee, David Swanson, Colleen Robinson, Jim McGinity, Becky Clarke

Call to Order at 12:10 p.m.

Approval of minutes from October 6, 2002 meeting - motion by Gail; seconded by Mike. Change the meeting time to 7 a.m. Change WEAC Conference to "Ask Craig Fischer, Paul, Mary V-T and Gail. Gail and Mary V-T will decide who will staff the booth." Change gift for co-chairs to "Suggested gift to 2002 Fall Conference co-chairs..." Change spelling of Mary V-T's name to be correct. Motion approved with changes by Gail; seconded by Colleen. Motion passed.

Public Input - Gail reported that Randy Champeau said there has not been a needs assessment to teachers of what they need from WAEE.

Agenda changes - add Winter Workshop brainstorming for opening ceremony.

Treasurer's Report - Mary P.

YTD income = 22,009 YTD expenses = 26,291. Also handed out final Fall Conference numbers (Income = \$18,711 expenses = \$ 17,433) and a new budget format.

Administrative Assistant report from Christy (read by David in Christy's absence) - fall conference deposits finished, membership renewals, mass mailer finished, web site updated, new members to database, taxes mailed.

Committee Reports:

Executive Committee (Paul) - WEEB grant project update. Exec committee has been working on budget and different parts of board book. All board members should look at board book and let Paul know of any revisions by Dec. 20 so new board members have updated board books.

Winter Workshop (David) - Handed out a proposed budget and proposed agenda. Increased fees at Treehaven so we have to increase the registration cost.

Fall Conference 2003 (Mary P.) - 2003 conference at Spencer Lake Christian Center October 30-November 1. Mary has 13 people who volunteered that she will contact to serve on committees.

Fall Conference 2002 (Paul) - We lost money because many people commuted and we had not anticipated that and had contracted with Lions Camp for a certain number that we didn't meet. Should be thought about in advance for future conferences. Mary P. will work on updating the conference planner.

Student Report (Colleen/Amanda) - They will give final student report at Winter Workshop meeting. This should be added to WW agenda. The media list (TV, radio, newspapers) will be finished by WW also. They have emailed and contacted student members to encourage involvement. Mary V-T has been doing some advising about a possible brochure for student involvement.

Membership (Mary V-T) - Working on two brochures: one for students, one general. Needs to know how much money is available to build membership. We are currently out of brochures and need to print some soon.

Networking (Mike) - Handed out a listing of TV and radio stations throughout Wisconsin. Committee met to decide what to work on for next year. They are going to start a networking binder on paper and disk.

Elections (Jim) - Ballots were sent out, votes can either be mailed or emailed. We have three positions and three nominees. We have two student positions but only one nominee. By-laws state that the students should be from separate schools. Mike is going to talk to Clayton.

Awards (Mary P.) - Clayton is coordinating awards for one more year, training Mary P. who is going to take over. Mary is looking for committee members and will make sure plaques are updated. Award winners should be added to minutes and website.

NAAEE (Mary V-T) - NAAEE is working on strengthening liaisons and state networks. Mary handed out drafts of Quality Assurance Initiative and Memo of Understanding. Call for Presenters is out for 2003 conference. Mary handed out EE Advocate. Can get grant for conferences or workshop between April 1 and Sept. 30. *Guidelines for Non-formal EE'ers* is being written and we can comment on the draft version.

Liaisons Report -

WEEB - Gail will be representing EE at the WDNR in place of Pat Marinac.

LEAF - Gail reported that there is a school forest position open.

Ice Age Trail - Mary V-T noted that they are going into strategic planning and would like to hire a statewide coordinator.

High School Conference - Becky - Becky is assisting with the revamping of the conference.

Leadership Clinic (Jim) - Held in conjunction with Midwest EE Conference in IL. Mary P. typed up the notes and sent them to the Wisconsin Team. Jim shared them with the board. Goals included to develop and strengthen EE in WI through WAEE. Possible state projects identified are strategic planning, increasing diversity, historical archive, offering professional development opportunities for members and fiscal planning. States included WI, IL, MI, MN, OH, IN. Jim shared photos. The Wisconsin Team was Mary Pardee, Jim McGinity, Paul Denowski, Mary V-T, Gail Epping, Susan Ermer, Korie Klink, Nancy Saulsbury, and Kathe Crowley-Conn. Jeremy Higgins was also there as a Clinic resource person.

WEEB Grant Update (Paul/Mary V-T) - Revisions were approved. Mary V-T reported that the main projects now are to get the advisory team going. We need reviewers (5 paid positions). Everyone should participate in getting resources on the web. See www.ideas.wisconsin.edu to sign up to become a researcher. Christy will add a link from our website to it.

MEEC Session (Amanda) - Attended a facilitator workshop on Focused Conversation at the Institute of Cultural Affairs. Handed out copies of the handouts for professional development.

Nature Net Grant Update (Gail) - Gail showed us the Nature Net website component which highlights all the nature centers statewide.

Midwest Conference Planning Grant (Mary V-T) - had a meeting Nov. 1 in Baraboo with representation from every state. Met again at Leadership Clinic to come up with some proposals, which were emailed to the board. Jim reported some of the proposals:

- Kickback to all states with participants
- State conferences not held within a month of MEEC
- No MEEC next year - from then on every other year
- Steering committee for joint programming
- 4 core states IA, WI, IL, MN. MI will get involved and maybe get into rotation in 2012

We as a board need to agree on proposal and then the states' committee will meet again with all of the states' agreements. Mary V-T noted that the rotation will be difficult, as WI will do a MEEC every 8 years. How can we utilize other states leadership abilities? Possible professional development workshop every other year (non-MEEC year) with conference committee chairs involved to support state organizations and MEEC committees. The hosting of the workshop would also be on a rotation basis. Jim, Paul and Gail all thought that would ask too much of the states. The board decided to bring Mary V-T's suggestion to the states. David suggested that there should be one consistent weekend for MEEC all the time. Gail said the committee discussed that possibility and wanted flexibility. Discussion about conflicts with WAEE's fall conference. Suggestion to hold MEEC in spring will be brought to the states' committee. It will also be said that WI will have a hard time keeping to the month-long window to not have a conference in fall if MEEC is held in fall. Mary V-T suggested that the steering committee would write grants and search for diverse funding options for MEEC. The board voted to add this to the recommendations.

Scholarship Policy (Mike) - A draft copy was handed out. Discussion ensued regarding how many times someone can win a scholarship, whether or not students need to pay in advance or wait until they know if they win the scholarship. Suggestions for draft should be sent to Mike. For Winter Workshop 2003, do we have scholarships? Mary P. made a motion to designate \$170 for WW scholarships to be administered by Seth Huebner and Jim. Colleen seconded. Motion passed.

Policy Book (Paul) - Cindy H. has stepped down from doing the policy book. She gave Paul what she had completed. Becky agreed to take over the project. Mary V-T suggested that Becky also do some research on other state organizations policies. Amanda offered her help with the project.

WI Stewardship Network - Chris Nehrbass had talked to the board in August about becoming a member of the WSN. An annual fee to be a member would be \$35. Discussion of pros and cons. What are concerns and perks. Mike made a motion to join for one year and then evaluate. Mary P. seconded. Discussion that we would like more information first. Motion denied. Mary P. will get further information from Chris on our benefits to report back for the next meeting.

Election of next year's officers - Officers will be formalized at the Winter Workshop meeting. Jim McGinity has agreed to run for chair, pending on his re-election. The treasurer's position needs to be filled, along with the chair-elect position.

Winter Workshop Opening (David) - David would like suggestions for an opening, possibly making a WAEE quilt or making something as a group for Treehaven. Email David with any suggestions.

Board involvement at the conference - Should the board make sure that a board member is on the fall conference committees.

Future conference structure - Mary V-T motioned to table both discussions. David seconded. Motion passed.

NAAEE representative alternate - Gail reported that Nancy Saulsbury had volunteered. Motion for Nancy to be NAAEE alternate representative made by Gail, Colleen seconded. Motion passed.

Next year's calendar - Winter Workshop meeting on Friday at 4:00 p.m., Jan. 31 at Treehaven. Board retreat March 7-9 at CWES.

EE News articles - Due Jan. 1. Assignments: New Board-David Eagan, Leadership Clinic-Jim, EE Organization-Mike, Fall Conference-Mary P., Resources on the web-Mary V-T., Awards-Mary P., Board member bio-David

EE Resources on the Web - Jim will serve on the advisory board, representing the WAEE board.

Paul reminded everyone to review progress of priorities.

Colleen and Amanda brought up the policy on student board members. There is another student from UWSP who is interested in being on the board. It is in the by-laws that the two students have to be from different universities and one person from UWSP is on the ballot. Becky suggested that we get her on a committee.

Paul thanked departing board members Mary P., Colleen and Amanda. He then announced that he has accepted a position in Iowa, but will continue to serve as past-chair.

Becky motioned to adjourn at 4:15. David seconded. Motion passed.

Respectfully submitted 12/10/02
Mary E. Pardee