

WAEF Meeting Minutes

12/11/05

The Inn on Maritime Bay

10:15am meeting called to order by Carrie

Changes to the Agenda

- Between 12 and 1, we can eat at the Boat house Café if we want.
- 1pm, the Fall Conference Committee will be here to take us on tour of the facility

Review October Meeting minutes

- Take out “No official report.”
- Motion made by Dave and seconded by Jeremy

Public Input – No public present

- There have been several board nominations for 2006, but no students. Karla says that she would be happy to stay on as a student member if accepted. Tanya had stated that it would be a good year for transitioning to the “school year” student board term.

Budget & Finance Report

- See written WAEF Profit & Loss Statement (July 1- December 5, 2005)
- We are up in the Organizational Membership category
- Otherwise, we are par for our budget. WAEF budget was adjusted from 2004.
- Lifetime memberships are lumped into the individual category
- Expenses:
 - Because of membership drive, we spent almost \$500 of membership expenses.
 - Administration Expenses: Our work study student could work more hours and Callie is very capable student.
 - Fall Conference: A more detailed account will be discussed later in the meeting.
- WAEF filed for an extension on the filing taxes. Due to some grant discrepancies, Carol is working with Ian Goldberg and the IRS to work out the bugs. The tax year 2004 should be filed shortly without problems.
- \$27,000 in Savings and right around \$9,000 in Money Market.
- WAEF accounts are completely separate from University accounts and the University can never tap into WAEF monies.
- Questions were raised about non-profit organizations and if there is a maximum amount of money we can have. There was some discussion but no conclusion was reached.

Committee and Liaison Reports:

Networking Committee – Carrie reported that after her term as President, she would like to stay on as a strong member of the networking committee and work on the regional networks.

Membership Committee – Carrie handed out membership number breakdowns. We currently have 365 members from all over the state. There were several people who had come to WAEF Fall Conference 2004 had dropped membership in October. However, after a reminder to rejoin,

many people did. Heidi handed out a written membership report detailing what has been discussed since the October meeting. WAEE is running low on brochures. Some discussion took place detailing the process of reprinting brochures.

Conference Committee – Mary **Hollebeck** handed out a written report submitted by Mary **Vymetal-Taylor**. Please see this detailed report for conference overview, reflections and budget. In the budget, it doesn't include any donated time by Mary V-T, Mary H., and Mary Pardee. Fall 2004 was an exceptional year due to the help of LEAF program and grants, etc. Fall 2005 Conference compared very similarly to 2003. Mary **VT** also submitted the survey results. Rebecca chose to read the comment that suggested the Membership meeting. Some discussion took place brainstorming reasons why that individual may have left with a negative feeling. Ideas were that the room was not set up well, the field trips ran late and people came into the meeting even 30 minutes late, there were more board members and past board members than members. Possible suggestions for next year is to send registrants an email invitation, keep members after the keynote for the meeting, perhaps do a "happy hour" at a brew pub. Mary **H** submitted a Winter Workshop 2006 booklet and went through it. An action item was to solicit donations; however, no one really got anywhere. In order to fundraise, we need to know how much to ask and what the money is going to go to. We also need to provide something for the donors including, perhaps publicity on our brochure, a link to their organization from our website, etc. We also need a script so when we ask organizations for money, we keep it consistent. The idea was also brought up to have different levels of organizational membership or donations (i.e. platinum, gold, silver, bronze, etc.). There was discussion about finding local organizations to sponsor a "break meal." Fall Conference 2006 committee is doing fabulous and have the call for presenters draft nearly completed and will be ready to and out at Winter Workshop. Jeremy reported that there is no real progress being made with the MEEC 2007 Conference. Jeremy said he would not chair this conference committee. MEEC would like to do the conference in July, however WAEE would like to host the MEEC conference in the Fall and combine WAEE and MEEC 2007 conferences. Jeremy proposes a meeting with the MEEC committee in January to start looking at layout, dates, etc. and encourages the board members to volunteer or recruit members to serve on this committee. There was much discussion to clarify WAEE, MEEC, and NAAEE upcoming conferences. There is much to still be determined.

Student Report – Karla is working on a Winter Workshop student brochure that will be ready for the workshop and she suggests that the go in all the student registration packets.

Action Item: Write up a proposal for a student term to run from September to May with elections in May including possible independent study options and election process.

Elections – Carrie submitted the names of people running for the board in 2006, the process of how the election's chair will contact those voted into the board.

Action Item: Chair is to call all the elected and non-elected to thank them and ask non-elected for assistance on committees.

Lunch Break

Liaisons:

Some discussion started during lunch. Carrie's suggestion is to talk liaisons if we have time at the end of this meeting.

Unfinished Business

Membership Survey: Heidi gave an overview and handed out copies.

- VOTE: Betsy moved to send out the membership survey. Tanya seconded it. Seven agreed, Rebecca opposed. Motion passed. The details will be taken care of by the membership committee.

2006 Board Officers and Committee Chairpersons: Jeremy suggests one-year term of committee chairs. WAEE is also looking for a chair-elect. Chair-elect may be anyone here or anyone that will be elected in January. Nominations should be given today and the vote takes place at the January meeting. Nomination Rebecca Westfahl for Chair-elect. A treasurer needs to come forward by the January meeting to assist with Carol's finance work. Heidi suggested having a secretary take all the notes, or rotate so everyone is ok.

New Business

Nominating an NAAEE liaison: WAEE discussed asking Carol to be the liaison to the NAAEE. Kathe Crowley-Conn asked to serve as liaison. Some discussion took place regarding the pros and cons of each. Kathe is a good communicator, has a good working reputation with both NAAEE and WAEE. This would be a great perk for Carol as she receives mail for NAAEE. Both are willing to serve as the NAAEE liaison.

- VOTE: Jeremy motions to have Kathe serve as the NAAEE liaison. Heidi seconded. All agree.

Use of Income from Fall Conference Auctions: the Auction always makes more money than WAEE uses for student scholarship. An idea is for some scholarships to be offered for folks that aren't students but don't yet have jobs. Another idea is a member outing (or member benefits) and have that be part of our membership drive. A more detailed discussion will be tabled for the spring retreat.

Planning 2006 Board Retreat: Suggestions were to get priorities down before the retreat, pick only one goal for the year (i.e. membership), use it as a staff work weekend. We need to still have fun, and leave the work weekend empowered, not overwhelmed. Another suggestion is that instead of re-planning, take the goals that were established in 2005 and move forward with those. Jeremy agrees that last year we did a great job establishing goals. **Jeremy will send those out to the board members before the end of the year.** Jeremy suggests having Ginny come and talk to us about WEEB's strategic plan, to gather input. In the beginning, we'd need to gather information. In example is the survey. Another example is big posters on the walls at WW with markers to answer questions like: Where would you like to go on a member outing? After getting this information, and after reviewing retreat 2005 develop a document that states WAEE priorities and projects (strategic plan). There was also discussion regarding opening the March

Retreat up to members. Advertising for the retreat could be done at Winter Workshop for any board members to come in for a period of time to help or express their ideas and give input. At the retreat, board members would hammer down final document.

Potential activities for EE Week – April 16-22, 2006:

Action Item: Brainstorm activities and submit ideas to the rest of the board via email. Have finalized ideas to begin the planning process at WW.

Potential activities for NAAEE 2006 – October 10-14, 2006:

WAEE is encouraged to considering sponsoring something during the conference or holding a workshop, field trip etc. Ideas tossed out were Cake Walk, and a Sustainable Beer, Brat, Cheese Tailgating Party. The fact that we take initiative to do this will show NAAEE that we care. Tanya suggested taking that region idea back to our own Fall Conference.

Announcement:

Solstice cards were sent out and are beautiful. Thank you Betsy.

Other:

Tanya's facility is doing a "river run" in the summer.

Heidi is doing tv-based EE in her area

Jeremy is opening a photography business located in downtown Stevens Point.

New director at Aldo Leopold = Amy Workman!

Most popular EE program at Aldo Leopold in the winter is Survival Strategies.

Maywood just recently had a program called Wishing for Winter.

Karla's getting a puppy and her husband is coming home.

Jeremy asked about possibly writing for a WEEB grant for member outings or table top display.

Jeremy is willing to work on that because we have less than one month. Another WEEB grant could be used to get promotional materials to every region

Adjourning:

Motion – Karla

Second – Rebecca

Meeting Adjourned.