



MINUTES MAEE Board Meeting

Thursday, September 22, 2011 / 4:00-8:00 p.m.

Audubon Center of the Northwoods (Schwyzer Lodge)
54165 Audubon Dr.
Sandstone, MN 55072

Board Members Present: Ben Bishop, Anna Dutke (by phone), Britt Gangeness, Faith Krogstad, Jeff Ledermann (*ex officio*), Kristi Pursell, Dan Schutte, John Smith, Stefan Theimer, Erin Zoellick
Not Present: Scott Alsleben, Amy Markle, Nicole Pokorney

Quorum present? Yes.

Others Present: None.

Proceedings:

Meeting called to order at 4:21pm, Britt Gangeness, President

Agenda of September 22, 2011 was amended and approved.

Minutes of July 11, 2011 were amended and approved.

Partner sharing and toasts:

- Board members present highlighted each others' progress on MAEE-related initiatives.

President's report provided by Britt Gangeness, President:

- John Smith was awarded the NAAEE scholarship to attend the conference and connect with Affiliates. John will take the auction basket; board members can mail additional donated items to John's home. Donated items will be split between the NAAEE basket and NAI donation basket.
- Erin and Britt renewed general liability insurance, which is the same policy we currently have.
- Renewed MCN membership, and Britt will use our resource voucher to get a book recommended by the LegalCORPS review.
- Britt added MAEE to a sign-on letter from the National Wildlife Federation for funding EE at the EPA.
- There is an EPA grant program (established) that has money for funding things like ELP. There are two conference calls coming up Sept 27 at 1pm and Sept 30 at 11am. Only need to participate in one call. Stefan volunteered to participate in a call. Grant deadline is in November.
- Nicole is doing a webinar through her extension work about reflection. It will be posted live on November 15, which MAEE can publicize.

David Sobel visit & University of Minnesota partnership:

- Mr. Sobel is coming to MN for three days in March by the Friends School of MN, the Children in Nature Network, and the University of Minnesota (UMD). He will do training with those three groups. We were asked to host an event, and Britt declined, however MAEE has the opportunity to support and co-sponsor UMD's event. A financial contribution and MAEE time to assist in planning the event would be needed. Dan is interested in helping with planning. MAEE could speak at the event and/or have a table. The board discussed the possibility of interviewing Mr.

Sobel for the newsletter. **MOTION** by Erin Zoellick to support and co-sponsor the UMD David Sobel event; seconded and passed.

2012 Board elections, orientation, & retreat dates:

- Anna reported that Katie-Lynn _____ was voted in as a new board member for 2012 along with four other returning board members (Kristi, ____, ____, ____), which fills out the board. Jill Nocera may be interested in participating on the board in the future.
- Orientation for Katie-Lynn will be scheduled in St. Paul in October. If anyone is interested in participating in the orientation, please let Anna know. Faith is interested.
- The board retreat has typically been held from Friday noon to Saturday at 2pm. The board discussed days of the week that work best and decided to continue the Friday-Saturday timeframe. We discussed having a potluck rather than a restaurant trip on Friday. Anna will check into the Cloquet Forestry Center and Audubon Center (Schwyzer Lodge) as location options. Dates: January 20-21.

2012 Board roles

- Britt led a discussion about planning for roles in 2012. Board members expressed their interests. The board will vote on the executive committee in November and other roles at the retreat.

Communications report provided by Committee Chair Stefan Theimer

- Stefan corrected a spam problem on the website forum by making it members-only and password-protected.
- Scott started a new teaching job and will need assistance with the fall newsletter.
- The group discussed the use of Facebook. Board members are encouraged to see how other groups are using Facebook.

Membership report provided by Committee Members Kristi Pursell & Dan Schutte:

- Currently at 134 members, which is low because 2011 conference attendees were not required to become members. 55 members have lapsed.
- Kristi modified the automated emails from the website to make them more personal and include some language encouraging people to renew.
- Stefan created a way to allow people to give donations in addition to renewing membership. Stefan would like feedback and ideas in regards to suggested donation amounts and names for these amounts.

Treasurer's report provided by Treasurer Erin Zoellick:

- Erin discussed expenses and deposits, 2011 actuals, and answered questions.
- Cancelled American Express and Discover online processing because so few were using it. We need to be clear on conference communications that we only accept Visa and Mastercard.
- Give to the Max Day is coming up November 16, 2011. Erin would like someone to help. Creating a match was discussed as a motivator for donors. Stefan volunteered.
- Erin is working on CVI compliance for credit card transactions.
- Once new roles are determined, account signers will be added and subtracted at Wells Fargo.

2012 Preliminary budget

- Britt displayed the current 2011 budget. The goal is to approve the budget for 2012 in November. With feedback from today's meeting, Britt and Erin will send out a draft budget for review before the November board meeting. Board members discussed ideas for the 2012 budget.

LegalCORPS recommendations

- Britt and Faith discussed the recommendations from LegalCORPS. Britt encouraged board members to read over the recommendations she sent out via email.

Scholarship update provided by Scholarship Champion, Ben Bishop

- No one applied for scholarships in 2011. We have \$1600 for scholarships for 2012 MAEE conference. The board discussed including lodging benefits to scholarship packages.

Outdoor Education project at the Minnesota Department of Education

- Jeff described the grant opportunity for Environmental and Outdoor Education (EOE) Integration and asked board members to promote this opportunity.

NCLI and ELP update

- Jeff said that No Child Left Inside has gotten only one-sided support in the House, which was discouraging.
- John discussed the possible development of an Environmental Literacy Plan for Minnesota. Jeff and John pulled together a two-page summary for Minnesota's ELP. They will continue to meet and move this forward. Communicating ELP work in the fall newsletter was discussed.
- Jeff noted that there are advocacy opportunities for NCLI. Summarizing policy updates for the e-updates was discussed to inform members. If there is no policy progress, advocacy opportunities could be offered.

Establishment of a Strategic Plan Steering Committee

- Faith proposed that the 2012 executive committee be appointed as an ad hoc committee called the Strategic Plan Steering Committee. The group discussed possible timelines for the planning process and expressed an interest in using the Board Retreat in January as part of the planning process. **MOTION** by Dan to appoint the 2012 Executive Committee as the Strategic Plan Steering Committee and authorize Faith and Britt to start the planning process until the 2012 Executive Committee is determined; seconded and passed.

Event report and 2012 topics

- Nicole drafted a budget for the 2012 conference. Britt discussed conference fees for different audiences. Britt or Nicole will send out the conference budget. Roles will also be sent out. Britt asked board members to review the budget and provide feedback and also express interest in roles.
- Erin discussed the possibility of doing an annual report mailing. Erin asked people to look for annual report formats they like and share them with her.

Meeting adjourned at 8:18 p.m.

Minutes submitted by Secretary, Faith Krogstad