

MAEE Board Meeting

MINUTES

Thursday, September 20, 2012 / 6:00-9:00 p.m.

Via video conference (St. Paul, Duluth, Ely)



Board Members:

Present (St. Paul): Katie Lyn Bunney, Stefan Theimer, Britt Gangeness, Amy Markle, John Smith, Faith Krogstad.

Present (Via video): Dan Schutte, Erin Zoellick, Jill Nocera, Kristi Pursell

Not Present: Anna Dutke

Quorum Present? Yes.

Others Present: None.

Proceedings:

Meeting called to order at 6:17 p.m. by President, Britt Gangeness.

Motion to approve the agenda by Katie Lyn, 2nd by Faith. Passed unanimously.

The consent agenda was moved by John, seconded by Amy, and unanimously approved. The consent agenda included the following resolutions: approve reports from executive team, membership, communication, awards, scholarships, legislative, partnerships.

Governance items

Quarterly financial report

- Faith presented the quarterly financial report. Reports were through August, 2012.
- We continue to be behind on our budget year-to-date, primarily in the income categories.
- Donations and memberships would be very helpful in ultimately making the budget this year. Group briefly discussed strategies, asking professional and personal contacts to join.
- Give to the Max day (GiveMN.org) is planned for November. Income from that is expected to be minimal.

Motion to approve/confirm review of the quarterly financial report by Erin. 2nd by Dan. Passed unanimously.

Legislative committee: NAAEE policy agenda

John led a discussion about a "NAAEE policy agenda" on behalf of the advocacy committee. A policy agenda can help streamline any future requests from NAAEE for support from its affiliates. The 2012 agenda consists of a list of state and federal policy initiatives that NAAEE supports.

- National Environmental Education Act – funds EPA EE office, EE Capacity, & NEEF
- NOAA's Bay-Watershed Education and Training (B-WET) Program Appropriations
- NOAA Environmental Literacy Grant (ELG) Program Appropriations
- No Child Left Inside Act (NCLI)
- State-based Environmental Literacy Plan (ELP) Legislation
- Well-rounded Education Proposal Including Environmental Education

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- Green Ribbon Schools Program
- University Sustainability Program Appropriations
- EPA Federal Task Force

By approving the NAAEE policy agenda for the advocacy committee, the board is giving the advocacy committee the ability to consider requests and send support letters without coming to the full board each time. It could be that in the future NAAEE would ask for full approval of its policy agenda from MAEE so it could respond on our behalf, but it has not yet done so and we are not considering that issue at this time. The advocacy committee requests the authority to support items on the NAAEE policy agenda through a board vote to approve the NAAEE policy agenda.

Motion to support the NAAEE policy agenda by Faith. 2nd by Amy. Passed unanimously.

Strategic Discussions

Review strategic discussions to date & provide feedback on 2-page summary

Britt passed out a newly created 2-page summary document and briefly summarized process thus far. She asked for us to look over the document and to supply feedback on it. Discussion of summary document included several suggestions, including:

- Board members are looking forward to setting goals associated with our work. Some historical numbers were requested to be used as benchmarks for the goals discussion in Nov
- Once goals are established, dashboards can be used as for reporting.
- A new advocacy push may include the non-EE professionals who are still supporters of what MAEE does. This idea did get a fair bit of traction from the group.
- Connecting members to each other should be increased, and many ideas were discussed including facebook, webinars, meet-ups in regions who have interested leaders (one idea floated was that budget money could be allocated to support the gatherings in regions). Actual program decisions could be up to the membership / member network committee. But it sounds like the board thinks that establishing that committee would be a good idea.

Britt will revise the document based on the discussion. In November we will work on goal setting.

Draft Budget Discussion

Faith presented a draft 2013 budget that the executive team developed.

- Conference costs and expenses were estimates, would like more detail here before we approve the budget in November.
- What the executive committee would like to preserve in the conference budget is that the conference would be able to make \$5000 for the general budget for 2013. Erin said that she'd be able to gather some realistic numbers for the conference by the Nov. meeting.
- Faith introduced the idea of a program-based budget, identifying our various initiatives as programs, and starting to think about each as an entity with a specific funding source. True Cost Accounting spreads out some of the overhead costs of MAEE across the various programs; for example, the web credit card service will likely cost us \$400 next year, and that costs should be allocated to the programs that incur the most credit card charges over the web (i.e. the conference). Question was raised as to how we keep track of the numbers for individual programs during the year. First, most of the work is up front by each committee, and then they can stay on track with some help from the treasurer. Faith plans to bring some proposed TCA percentages to the Nov. meeting. We could plan to create budgets in January.

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Legislative/Advocacy Committee

John led a discussion about a key concern of the committee, which is that they are not exclusively a legislative committee (which has been their initial name), and would like to change their name to advocacy committee. Sub-groups within the advocacy committee would still be possible and encouraged when appropriate (like a political-legislative focused group).

John requested the board's support of a name change from legislative committee to advocacy committee.

Motion to formally change the name of the legislative committee to the advocacy committee made by Amy. 2nd by Katie Lyn. Passed unanimously.

2013 Conference Conversation

The conference planning team sought input on the theme and strands for the conference (June 2013 in Bloomington, MN). The conversation began with a recap of MAEE strengths and niche, such as fostering a broad diversity of members/supporters, and social connections for networking and learning from one another.

We looked at the half sheet that was passed out at the 2012 conference for ideas, then split into groups for discussion. Thoughts from the conversations were shared:

- Want a positive spin on the theme. The proposal of "EE in a constrained..." is kind of negative. Positive ideas include "EE community" or "making the case for EE"
- Concentric circles of an EE community starting with Home->School->Neighborhood->Community.
- Always include a "standards and practices 101" session and/or strand at each conference, acknowledging that lots of attendees may be past this, but many may also want/need the "101" content.

A small group will continue meeting to finalize the theme and strands.

Motion to adjourn the meeting made by Stefan. 2nd by Amy. Passed unanimously.