



## MINUTES

### MAEE Board Meeting

January 20, 2012 / 5:00-6:00 p.m.

Audubon Center of the North Woods  
Crosby Lodge  
54165 Audubon Dr  
Sandstone, MN 55072

**Board Members Present:** Erin Zoellick, John Smith, Kristi Purcell, Britt Gangeness, Anna Dutke, Stefan Theimer, Dan Schutte, Scott Alsleben, Katie-Lyn Bunney, Faith Krogstad

**Not present:** Amy Markle, Nicole Pokorney

**Quorum present?** Yes.

#### Proceedings:

Meeting called to order at 5:00 pm, Britt Gangeness, President.

Approve Agenda

- Scott made a motion to approve the agenda. Faith Seconded. Passed.

Approve November Minutes

- Dan made a motion to approve the minutes. Kristi Seconded. Passed.

Communications Champion

- Discussion regarding what roles to vote on. For now - only need to vote on champions & executive team members.
- Dan made a motion to approve Anna as Communications Champion. Stefan Seconded. Passed.

2011 Financial Report

- 2011 financial report will be published in April for members. Lots of donations in 2011!
- Baumann Bookkeeper Services – Therese Baumann will be the MAEE bookkeeper for 2012. Her wage is 30 dollars per hour for bookkeeper, and will not exceed \$2000 total in 2012. She will average 3 to 5 hours per month.
- John: I would like to make a motion to appreciate Robert Morgan's donation. Seconded Faith. Motion passes

Partnerships

- MN DNR
  - School forest partnership for 2012 conference – they contract with us for \$2,000 or \$2,500 to host their School Forest Summit. Participants are able to attend until 5 p.m. on Thursday June 21 for free. An additional charge of \$40 for Thursday night and/or Friday. Participants also receive a free membership. The goal is that they will experience what it is like to be part of our organization & they may chose to renew in 2013. They did this for the 2010 conference – it went well. They are predicting about 20 teachers,

- but there is no cap.
  - Britt will forward the completed contract to Amy (sponsorship coordinator) and she can work with them to make their presence (logo placement, etc.) equitable with sponsors of the event.
  - Stefan motioned to enter into a contractual relationship with the DNR school forest program for the 2012 conference. Kristi seconded. Motion passed.
- Minnesota Department of Education
  - Discussion of 2012 outdoor education workshops. Jeff Ledermann asked MAEE to partner. MAEE would offer a free 1-year membership to participants of the 6-9 workshops (high school teachers). MAEE will create a custom membership form to try to get information about what they might want, if they have been members in the past, and to market the 2012 conference (though some workshops occur after the conference).
  - Kristi motioned to approve the partnership with MDE. Scott Seconded. Passed.

#### Committee Reports

- President (Britt)
  - Contracts
    - Britt revised contracts per LegalCORPS recommendations. We now have 4 signed: 2 keynotes, bookkeeper, and office assistant.
  - Letter to MDE expressing support for the Outdoor Education Specialist Position.
  - Voted in December, via email, on an increase in individual membership dues by \$5. Motion by Anna, Seconded by Nicole. Passed. Membership committee making decisions about when to roll out the increase in 2012.
  - Faith started google docs filing system.
- Membership (Kristi)
  - 127 current members. Working on recruiting lapsed members. Reaching out to "torpor" members. Letting members know about increased membership dues-- effective March 1-- via e-updates.
- Awards (Britt for Amy)
  - Awardees have been selected and will be announced soon. Web updates need to happen first.
- Events
  - Extended deadline for presenters. Contract Art Educators of MN and recruit for creativity strand.
- Communications
  - Used blog format for newsletter/e-update. If anyone has ideas on a style guide, let Stefan know.

#### Sobel Event

- Erin will staff the event. Dan acting as communication liaison between Sobel and UMD professors. Dan described format.

#### NCLI/ELP

- Group met and discussed ELP & group's purpose.

#### Adjourn