

Minutes - MAEE Board Meeting
Wednesday, September 15, 2010, 4:00-8:00 p.m.
North Branch Public Library



Present: Kristi Pursell, Britt Gangeness, Stefan Thiemer, Val Prax, Anna Dutke, Nicole Pokorney, Erin Zoellick, Ben Bishop
Called in: Amy Markle, Jen Johansen
Absent: John Geissler, Sarah Erickson

Approve minutes from July

Stefan made a motion to approve the meeting minutes from July. Kristi Seconds. Passed.

Executive team reports:

Elections (Stefan)

* Seven positions to fill, seven candidates running. 3 current board members – Amy, Britt, and Anna. New candidates – Faith Krogstad, John Smith, Scott Alsleben, and Daniel Schutte. Election is open until September 30th. Email being sent tonight. Many of the candidates came to the 2010 conference and were interested because of that.

Adriane's contract (Britt)

* Renewed today thru December 31st. Contract will remain the same with same pay & responsibilities. Potential to change when renewed on January 1st. Will look at hours, pay, tasks, etc. in December and make changes as needed.

Insurance (Britt)

* Britt purchased insurance through the Morse Agency, as recommended by MAP for Nonprofits. Much cheaper than our previous insurance - \$425 for one year. This covers general liability. No need to purchase insurance for events.

Letters on behalf of membership (Britt)

* Britt wrote a letter on behalf of MAEE in support of EE – America's Great Outdoors Presidential Initiative.

Digital document storage (Anna) 20 min

* New storage being setup through Windows Live. Instructions on how to access and use is being sent to board members email accounts.

Communications report (Sarah)

* Report emailed to board members. The winter newsletter will be Sarah's last one. Latest newsletter just came out.

* Britt reported the Jeffers foundation met with the SEEK website coordinator. They are creating a website for outdoor recreation for families that is MN specific. Working with Happy Trails, Children & Nature, and SEEK.

*Nicole mentioned that Env. Science Education at Extension is coordinating a Special Conversation about Community-wide Programming for Youth and Outdoors.

Membership report (Kristi)

* Excel document has been passed between Adrienne and Kristi. 272 members at the moment. Takes 3-4 months for it to adjust accurately (takes time for members to renew memberships). Kristi will verify that the board member candidates are all currently members. Adrienne will be in charge of the membership portion of the website (uploading membership database). Ben is going to assist with getting display updated and make sure the sign panels fit the display size. * Kristi is also working on organizational members – trying to find a way to highlight them on the website and provide them with promotional opportunities. Need to work on featuring the organizational members on the website (we promised additional benefits). There is an interested volunteer who might be able to help create a webpage for the organizations. Kristi also feels comfortable doing something like this. Rhode Island has a page like this (www.ricea.org).

* MNA conference: Kristi is considering attending. She'll look in to bringing our exhibit booth (we gave them a free one so we should get a free one too).

Scholarship report (Ben)

* There is \$1400 from the silent auction for MEEC and NAAEE in 2011. There will be 4 \$250 scholarships for MEEC and 1 \$500 scholarship for NAAEE. Discussion about creating a rating scale/qualitative system to help determine scholarship recipients. Preference given to 1st time recipients.

* Recently awarded our 2010 NAAEE scholarships

- Jessie Davis - \$200 for NAAEE
- Cara Rieckenberg - \$200 for NAAEE

2011 budget & Treasures Report (Erin) 30 min

* Passed out expense and deposit transaction reports. Working on actuals.

* Erin opened a savings account at Wells Fargo at transferred 30K to that account.

* Passed out rough draft of 2011 budget. Discussion about conference amounts & other minor adjustments. No ELM in 2011 means less money in, less money out. Will approve at next meeting (before 2011).

2011 MEEC (Nicole)

* Committees have all been formed. \$225 conference fee set. Additional fees for certain workshops. There will be a \$50 late fee for those who register after March 15th. Cost for field trips Friday morning are included in the registration fee. Nicole added the position of Volunteer Coordinator to the committee list.

* Nicole asked about 2012. Accepted the responsibility as conference chair again for 2012. Discussion regarding location ideas. Will be set the location this fall.

2011 board roles 25 min

* Discussion over 2011 board roles. Stefan will discuss roles with new board members. Plan on finishing working out the roles for 2011 at the next meeting.

President (Britt)

Vice president

Secretary

Treasurer (Erin)

Communication champion
 Website (Stefan)
 Newsletter
Event champion (Nicole)
 Sponsorship (Amy)
Membership champion (Kristi)
Scholarships
Award program (Amy?)

Still to be determined: Anna, Ben, Dan, Faith, John, Scott,

Advancing EE / special projects strategy (Stefan, Britt) 25 min

* Stefan gave an update on ELP – trying to find out the right direction to take. Had discussions with WI, KY and AZ. He is getting an idea of what other states are doing and learning from their challenges. Renewed energy/hope for ELP. Will learn more at the Green Schools Conference. Ben and Amy Kay will be attending NAAEE. Ben, Amy Kay and Stefan will discuss what they heard and learned and come together to present on the two conferences at the next board meeting.

Adjourn

Kristi motions to adjourn. Erin seconds. Passed.