

MAEE Board Meeting

MINUTES



January 26, 2014 / 6:30-9:00 p.m.

Women's Environmental Institute
15715 River Road
North Branch, MN 55056

Board Members:

Present: Katie-Lyn Bunney, Angela Bianco, Matti Erpestad, Shannon Judd, Molly Phipps, Jenni Poliseno, Callie Recknagel, John Smith, Wendy Tremblay, Roslye Ultan

Present via online video medium: Jill Nocera

Quorum Present? Yes.

Others Present: None.

Proceedings:

10:43 Meeting called to order (**motion by Katie-Lyn Bunney, 2nd Sarah Shimek, passed**)
Changes to agenda? Needs to follow up from yesterday?
New strategic plan?

10:49 Agenda amended to include finances and conversation about strategic planning;
approving November minutes and announcements removed
Motion to approve new agenda by Molly Phipps, 2nd by Jenni Poliseno, passed

Agenda item: Conference discussion

TO DO: Figure out strand titles

-based on SS and KLB previous discussion; ideas of 5 strands based on themes
people, places, things, methods and advocacy

Thus, ideas for strand titles:

- 1) planting the seeds of change (advocacy)
- 2) common grounds (places and natural history)--where does EE occur?
- 3) tools for sewing EE (things, tools, tips)
- 4) growing together (people)
- 5) feeding the roots of EE (methods)

-tools/methods merged into one category; title→ feeding the roots

-growing together

-planting the seeds of change (innovation, tech, youth dvlpt)

-fourth title not clear; email ideas to Sarah within one week,

11:00 Katie-Lyn Bunney presented outline about what the conference looks like as of now
Session ideas from: Monarch lab, Project Wet, Master Naturalist

Friday

Dinner 5:30

Key note 7:30 (maybe KLB's coworkers as speaker)

MAEE Board Meeting

MINUTES

Saturday

- breakfast
- session
- lunch
- exhibitors
- session
- 6:00 keynote
- 7:30 silent auction

Sunday

- breakfast
- Audubon program/field trips
- session
- lunch
- take off

11:10 discussion shift to art/artist as exhibit (Roslye), but is there room in the budget? Should be about \$100; should we try to get a sponsor for this element; should the artist pay like other exhibitors? Artist as a keynote?

art would be an element of diversity in audience; KLB: ask artist to present in morning, stay to talk about their work

PT: artist as a presenter

11:15 conference discussion done; next move to talk about budget

11:16 Next item on agenda: **Planning to Plan**

Need to have a vision by November meeting at latest to prepare for Strategic Planning
Molly Phipps volunteers to spearhead; Jenni, Roslye, Shannon to lend effort
everyone's voice will be heard but above facilitating the process
John's vision: take a bite out project at each meeting

11:18 **Communication strategy:** profiles/facebook

Molly, Roslye, Shannon leading process
Callie: what are we calling the profile element/eUpdate?

Minnesotans by Nature: Profiles in Our Community

will be in our eUpdate; also on our blog and website

PT: questions to ask these people--Callie will start a Google doc on these questions, people will have a week

Facebook discussion on google doc too

11:31 who will be posting on Facebook

All board members will get admin status in order to post on Facebook

11:33 **Finance Report** by Treasurer Shannon Judd

MAEE Board Meeting

MINUTES

Item 1: context: \$100 left over from last year's budget
-motion to add \$100 to this year's accountant budget line item by Shannon, 2nd by Molly, passed

Item 2: context: extra \$ in silent auction; question: what to do with leftover silent auction funds? ensure that we're transparent in how we use money donated to us
-Shannon will write up on real-cost accounting and what we'll do with leftover and present proposal at next meeting

-reminders from Shannon: fill out reimbursement forms and get invoices

11:45 **Item 3:** motion to allocate extra \$150 of retreat money to help plan next fall's in-person getting together event by Matti; 2nd KLB, passed 11:48

11:49 motion to elect Molly as vice-president and Matti as secretary by Sarah; "emotion" seconded by Jenni, passed

11:50 motion to adjourn by Shannon, 2nd by Wendy, passed