

MAEE Board Meeting

MINUTES



Monday, May 18, 2013 / 6:30-9:00 p.m.

Will Steger Foundation Offices
2801 21st Ave S Suite 110
Minneapolis, MN 55407
612-278-7147

Board Members:

Present: Stefan Theimer, Katie-Lyn Bunney, Jenni Pollisino, Callie Recknagel, John Smith, Molly Phipps, Sarah Shimek, Roslye Ultan

Present via GoogleChat: Erin Zoellick, Jill Nocera, Shannon Judd

Not Present: Rachel Maxwell

Quorum Present? Yes.

Others Present: None.

Proceedings:

6:43 President's remarks & announcements

- Stefan did a WCCO interview on No Child Left Inside/Nature Deficit Disorder, will do a blog about it. May pursue additional follow-up interviews.

6:45 Approve agenda (**Motion to approve by Sarah, 2nd by Callie, passed**)

6:47 Approve Consent Agenda (**Motion to approve by John, 2nd by Katie-Lyn, passed**)

- Pull John's report for discussion
- May meeting notes
- Committee reports (executive, conference, communications, advocacy, membership, scholarships, awards)

6:50 Governance items

- Sharing of financial reports from second quarter (Shannon) (report)
 - Ahead this year compared to last year, although the overall budget is smaller
- Conference Financials
 - This year we were in the black for the conference (made a little over \$2000)
 - Some 2013 scholarship money remaining (\$715), can be used for scholarships to NAEE conference, time/use restricted funds
 - Some 2012 scholarship money remaining (~\$200), time/use restricted funds
 - Small amount remaining in the awards budget (\$19)
 - Discussion about what to do with this money. Need a procedure/policy if we're going to use true-cost accounting for programs and events. Some changes to the language/policy/procedure to allow the use of funds for other programs/events while still remaining faithful to the spirit of the

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fundraising. The bookkeeper can help with this process and write up step-by-step procedures, costs about \$80 for her time (2 hrs). Exec committee will facilitate questions for bookkeeper regarding this at exec committee meeting. Board members should direct questions to exec team via email.

- Approve second quarter financial reports (Shannon) (Motion to approve by Molly, 2nd Jenni, passed)

7:15 Update on Board members (Stefan) – Rachel Maxwell submitted her resignation to John and Stefan. Will have 1 vacancy until 2014 or president can nominate someone.

7:20 2013 Conference wrap-up (discussion)

- Scholarship Money (Molly)
 - Discussion about using remaining scholarship money to send 1-2 people to Midwest EE Conference in Iowa in Sept.
 - Have enough to cover almost all of the cost. Can roll over into NAEF in Oct. if not used up but scholarship recipients would still have to cover airfare & hotel.
 - Have open-ended application process so that we can choose one or the other OR nominate a person to represent MAEE.
 - MEEC already has 80 \$200 scholarships available. Katie-Lyn will add it to the e-update.
 - Decided that we'll save our money for NAEF, 1 scholarship for up to \$700, application due Aug. 15th
- Conference Evaluations (Molly)
 - 42 responses out of ~ 60 emails
 - generally really positive about conference as a whole; some comments about attendance being low, more hands-on experiences
 - quality of location scored really high, presenters were generally highest quality
 - Positive response to 1 day conference (72%)
 - 2/3 of people were members before conference; 90% not students; 85% said cost was just right
 - 42% of people said having the credit card option made them spend more at auction
 - Top months to have conference: June (by far the highest), May, April
- General Conference Wrap-up (Erin & Jill)
 - Thank you's sent out to everyone? YES (except for program printer, Meagan?, Erin will send one)
 - Successes and Opportunities for improvement?
 - Are there various conference-related items, where do they live? (Stefan) Jill has conference bin.
 - Pleasant conference; is there an opportunity to learn more about the participants? Are there more opportunities for networking? If we learn more about our audience, can we then expand outside the somewhat narrow scope of attendees? (Roslye)
 - GREAT catering for lunch! A little distracting having a session in the same room as the dinner, noisy; but understand why it was done that way. (Sarah)

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- “Birds of a Feather” opportunities at lunch? Small group networking opportunities. (Molly)
- Awards ceremony was top notch; both recipients and the award itself were incredible. Facebook follow-up has been enjoyable; good forum for follow-up. Shared Twitter comments with the group, not much activity. (John)

7:55 Stretch break

8:05 Board and Organizational Inclusiveness (Callie) (discussion)

- follow-up to MN Compass General Session, how can we be more intentional about being more diverse and inclusive?
- Some history from Britt (former board member): mid-2000’s board added statement about inclusiveness and non-discrimination; NAEF has diversity sub-committee that people can attend calls
- Potential opportunities:
 - Build diversity within the organization (partners to reach out to?)
 - Urban Roots
 - WEI (Women’s Environmental Institute)
 - Community gardens
 - ProjectGO (Get Outdoors) – Sarah Grover
 - Kitty Anderson Youth Science Ctr @ SMM
 - Tribal Communities
 - Opportunities for training for members to be inclusive in their organizations
 - Having a track in the conference that includes different cultural perspectives; keynote speaker, etc.
 - Work to build diversity in the profession
- Now what?
 - Callie, Molly, & Roslye will work on a write up an ‘ask’ or statement that we can use to approach some of these potential partners
 - Form a project committee to follow-up on this idea and our actions; includes Callie, Molly, & Roslye
 - Winter half-day workshop or presenter event?
 - Board members brainstorm ideas for resources, potential partners, etc. Callie creating a GoogleDoc for this.

8:30 2014 Conference initial planning

- Theme, timeframe, and location
 - Theme: Interdisciplinary & Diversity
 - Brainstorm via email on titles, speakers, threads
 - Okee-Dokee Bros. perform as dinner guests?
 - “Diversity” should include demographics outside metro area (agricultural communities, rural, etc.)
 - Timeframe:
 - Initial planning needs to happen NOW
 - March? Winter is probably too soon. Summer is busy for non-formal educators, school year is busy for formal educators
 - Location:

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- North East is potential for next year; there are historical documents for rotating the conference location
- Audubon Center of the North Woods is very interested in hosting
- Co-Chairs
 - Talk to Jill & Erin if you're interested
 - Katie-Lyn will be one!

8:55 2014 Board Recruitment (discussion)

- Need to recruit for 3 board positions (Erin, Jill, & Rachel as of today)
- Intentional and strategic in our recruitment of new members ('diverse' in all aspects of the word)
- Continuing conversation! Start recruiting, make a list of people, do an ask, share with John. Every one keep asking until you get a 'yes'.

9:05 Adjourn (Motion to adjourn by Roslye, 2nd by John, passed)