

MAEE Board Meeting

MINUTES



Sept 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: Katie-Lyn Bunney, Jenni Pollisino, Callie Recknagel, John Smith, Molly Phipps, Roslye Ultan

Present via GoogleChat: Erin Zoellick, Jill Nocera, Shannon Judd, Sarah Shimek, Stefan Theimer

Not Present: Rachel Maxwell

Quorum Present? Yes.

Others Present: None.

Proceedings:

6:30 President's remarks & announcements

6:35 Approve agenda (action – motion by JP, 2nd KLB, passed)

6:40 Approve Consent Agenda

- July meeting notes (action – motion by MP, 2nd CR, passed)
- Committee reports (executive, conference, communications, advocacy, membership, scholarships, awards) (action – motion by CR, 2nd KLB, passed)
 - Communications update – pulled for discussion

6:55 Governance items

- Budget overview (Shannon)
 - Projected positive ending for the 2013 year
 - Slightly behind on membership numbers but some are still in process
 - “Other income” line item is silent auction

7:05 Budget strategy in depth (Stefan and Shannon)

- Discussion of draft budget for 2014
- Items of note:
 - DNR reimbursements for school forest program are estimates based on DNR budget estimates and adjusted down closer to last year's numbers
 - Website is a relatively large expense
 - Money in budget to attend other events/expos (8324)
 - Budget for next year's conference estimated by 75 attendance at \$100 registration

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- Develop flexible budget based on attendance for next year's conference
- Discussion of medium- to long-term planning for potential programs/events/services that might be possible with a positive budget balance
 - Work towards having a plan in place that would be implemented in the event of a specific budget excess ready for new board in January
 - Regional membership events
 - Board member professional development opportunities
 - Mini-sponsorships of other organizational events (sponsoring morning break refreshments or what-not)
 - "Incubator event" in the fall

7:40 Stretch break & Check-in with fellow Board members + toasts (possible)

8:00 MAEE Elections

- Voting going on right now
- Erin, Rachel, and Stefan not running again
- 8 candidates for 6 positions

8:05 2014 Conference Discussion (with Katie-Lyn and Jenni)

- 2013 Conference Evaluation Update (Non-attendees)
 - 60% was conflict with the date; 2 most popular months for conference – March, Feb
- Dates: **June 20-22**, June 27-29
- Location – Cloquet: Fon Du Lac Community and Tribal College and **Cloquet Forestry Center**
- Theme/Sessions/Strands planning
 - Potential Theme - Diversity; Strands - Biodiversity, diversity of educational settings, diversity of funding opportunities/financial diversity, cultural diversity
- Things to think about: Volunteer coordinating, sponsors, exhibitors –

8:45 Communications Update

- Callie taking over e-update from Katie-Lyn starting Oct.
- Blog posts – Callie will assign dates for blog posts, can either write it or recruit a guest blogger

8:50 Board Development: Diversity and Inclusivity (with Callie, Molly, Roslye and Erin.)

- Hosting a focus group to help brainstorm and get feedback, potentially in early November

9:00 Adjourn (**action – motion to adjourn RU, 2nd by JP, passed**)