

**Environmental Education Association of Illinois**  
**Board Meeting Minutes**  
**Illinois Audubon Society Headquarters, Springfield, IL**  
**June 4, 2011**

Board Meeting Attendees: Lara Darling, Elizabeth Hagen-Moeller, Becky Stokes Lambert, Janet Beach Davis, Stacey Clementz, Erica Schneider, Paula Edgar, Cyndi Duda, Marjorie Riddell, Richie Wolf, Peggy Doty,

Committee Chairs: Jessica Prince, Caty Roland

Liasons: Jo Skoglund,

voted on - yellow

Items requiring Action-Underlined

Items moved to Ad-Hoc- blue

1. Call to Order – President Lara Darling called to order at 9:05am. Regrets from Tara and Judy. Stacey Clementz motions to accept the Agenda as amended; Marjorie Riddell seconds, Passed by voice vote.

2. Secretary's Report - Janet Beach Davis

a. Annual Membership Meeting Minutes review/ vote Motion made to accept meeting minutes as submitted by Cyndi Duda; Seconded by Stacey Clementz; Passed by voice vote

b. IL Non-profit status paperwork filed for 2011

3. Treasurer's Reports -- Becky Stokes-Lambert

A. Review of treasurer's report review/ vote Motion made to accept Treasurers Report as submitted by Cyndi Duda; Seconded by Erica Schnieder; Passed by voice vote

B. Credit Card Review- EEAI owns two portable credit card machines. Our costs have not changed- \$8 a month to process all our credit card purchases plus 5%. Credit cards can be taken when T-shirts are sold without the machines, as long as we send the proper information to Becky. She will then run the card. Memberships can be put on charge cards the same way. All forms should be shredded after the cards have been run.

4. Committee/Chair Reports

A. Education/Program

1. Projects Update – Report Submitted by Sarah Livesay – Sarah has been very busy. Please refer to her pre-sub report.

2. Status on renewal of Flying WILD MOU review/ vote See Motions for Consideration at the end of this agenda- Lara Darling, Jo Fessett – Lincoln Park no longer wants to be a partner with the program. The other partners (CEE and IAS) remain.

Motion made to accept the new MOU as submitted by Richie Wolf; Seconded by Stacey Clementz; Passed by voice vote

B. Conferences

1. 2011 Flying WILD City Partners Conference, McAllen, TX. Feb. 13-16 - Jo Fessett representing Illinois Partnership – There were requests for facilitator training in Lake County and Rockford.
2. Illinois Headstart Assoc. Annual Conference March 2-4, Springfield – Sarah Livesay, Patti Brown – Report given by Lara- Sarah and Patti did a G UW and PLT early childhood teaser. Lara and Sarah are planning to present at an Early Childhood conference.
3. MEEC Rochester MN; April 7-9, 2011, Rochester, MN- Lara attended
4. NAAEE Affiliate Leaders Summit- April 8-10, 2011 – Judy Miller attended- Judy was hoping for more board development and capacity building. The organizers are planning another meeting to refocus in these areas.
5. 2011 EEAI Annual Meeting and Conference- April 14-16, Pere Marquette State Park - Patti/Paula – Paula thanks everyone for their help at the conference. Final bills are in. This conference had a negative profit.
6. June 6-9- Sarah will be attending the National PLT conference representing EEAI.
6. Illinois Science Education Conference- October 28-29, 2011, Tinley Park
  - a. status of EE strand/EEAI partnership- Jessica and Elizabeth- We have agreed to do a strand, and will be coordinating this. Proposals are due June 15<sup>th</sup>. We have not been contacted to place information in our website or ask membership for proposals.
7. 2012 EEAI Annual Meeting and Conference- Cyndi/Elizabeth. The contract will be signed within a month- The dates are April 26-28th, at Channahon Four Rivers Education Center and this will be our 40<sup>th</sup> anniversary kickoff. Lara reiterates that we need to have sponsors and partnerships. It is important to ask for specific help. Elizabeth has save the date postcards that she will distribute.

#### C. Finance Committee

1. T-Shirts- Erica we sold 44 shirts at the conference. Southern region is leading the race in T-shirt sales. A new order will be placed, so Erica is looking for input on which new shirts to order. The question of if we should be charging sales tax for T-shirt sales was raised. Jo and Becky will be investigating what we need to do to be in compliance. We will immediately change our terminology to be safe.

#### D. Long Range & Strategic Planning –no report at this time

E. Membership – Caty Roland – Referring to the Board Manual, Caty refreshed everyone on the Membership Spreadsheet and how to use it. All membership updates need to be sent to Caty to update the main spreadsheet. If you choose to make a membership form, then all the information that is on the official form should be included. Caty prefers the checks to go to Becky but she needs a copy of it. **There will be a membership benefits Ad-Hoc after the meeting.**

#### F. Nominations and Elections- Jennie Bunde/ Jo Fessett

1. Electronic ballot election report – 51% response with Survey Monkey.

2. Chairperson Needed- Jennie Bunde cannot be the chair for the next year. Lara asks for someone consider acting as chair.

G. Public Relations – Stacey Clementz/Savannah Hampson – There are three people now working public relations. All the information in the board manual has been updated. Three weeks before a board meeting, contact Stacey for PR material needs. Savannah is doing the list serve, Pam Leiter is the new UPDATE editor. The new membership brochures for joint EEAI/ISTA membership are available. UPDATE submissions due June 10<sup>th</sup> to Stacey. Stacey asks that photos be submitted as well. Everything should be sent to both Stacey and Savannah. Stacey has also been updating the facebook page. **There will be a newsletter Ad-Hoc.**

H. Awards – New Chair announced – Stacey announces that Richie is the new Awards chair.

I. Governance – Elizabeth Hagen-Moeller –Elizabeth will be working on the charitable giving, in that what guidelines we should have to donate to or sponsor other organizations. **This may be discussed in full at the September meeting Ad-Hoc.**

J. Governmental Affairs – Jessica Prince

- 1. Establish procedures for consideration of EEAI signing on legislative letters of support. (Discussed as Ad Hoc)**
2. EL for IL, 2010 - Status and desire of actions by EEAI to help push forward. Has been approved by IEPA and Governor Quinn, but needs to be approved by IDNR and ISBE. Right now the entire EL for IL is stalled. Until there is money for implementation, these organizations will not sign on. After discussion, the board feels that we should mobilize on this issue when the ESEA is re-authorized.
3. Illinois Environmental Council- our membership has expired.

5. President’s Report- Lara has a certificate of appreciation for Tara, as she is leaving the board. As Tara is not attending today, Lara will get it to her.  
Lara and Jo will be staffing an EEAI/IAS booth at the No Child Left Inside tent in Conservation World at the State Fair. Monday Aug 15- 10a-7p – There is free admission and free parking for volunteers. Marjorie, Paula and Cyndi are interested in helping.

EEAI 2011-12 Meeting Dates  
Meetings 10-12 Ad-Hocs 12-2

Saturday, September 10, 2011	Board Meeting, 10am, Anita Purves Nature Center.
Friday, December 2, 2011	Board Meeting, 10am, Anita Purves Nature Center
Friday, February 3, 2012	Board Meeting, 10am, Anita Purves Nature Center
April 26-28, 2012	EEAI Annual Meeting and Conference, Channahon, Four Rivers EE Center
Friday-Saturday, June 1-2, 2012	Annual Board Retreat and Meeting, Location TBA

6. Regional Report Updates- NE Region- Mussel workshop August 24<sup>th</sup>, location TBA.

7. Adjournment Motion made to adjourn by Stacey Clementz; Seconded by Marjorie Riddell; Passed by voice vote. Meeting adjourned at 10:55.

**Ad Hoc:**

Membership Benefits (Caty Roland)

Funding Ideas for UPDATE (Stacey Clementz)

Establish procedures for consideration of EEAI signing on legislative letters of support. (Jessica Prince)

**Motions for Consideration:**

Proposal to renew Project Flying WILD MOU

The past MOU has expired and the following agreement is now under consideration to continue our support for Project Flying WILD.



**Flying WILD Training Partner**

**Letter of Agreement**

**between the**

**COUNCIL FOR ENVIRONMENTAL EDUCATION**

**and**

**ILLINOIS AUDUBON SOCIETY and**

**ENVIRONMENTAL EDUCATION ASSOCIATION of ILLINOIS**

In taking the lead to provide Flying WILD training for educators, means that you will work toward a goal of training at least 50 educators in the Flying WILD program. You are also encouraged to use trained volunteers as facilitators for your Flying WILD workshops to achieve the training goal. There are many master naturalist and other environmental education volunteers in the Chicago area and all regions in Illinois who are already trained facilitators and would be ready and able to serve as facilitators for the **Illinois Audubon and Environmental Education Association of Illinois** Flying WILD program.

The award-winning program guide, *Flying WILD: An Educator's Guide to Celebrating Birds*, is the core training tool and advances academic goals while educating students about birds, habitat loss, environmental stewardship and environmental quality.

The guide is provided to educators at each workshop. As a Flying WILD training partner, we encourage you to charge no more than \$5.00 plus the cost of the guide (\$10.00) as a total workshop fee of \$15.00. That fee will cover the cost of the guides and allow you to continually replenish your supply of guides.

As a training partner CEE asks that you agree that you will not resell the guide and all editorial control, including reprinting of Flying WILD materials remains with CEE to protect the name, trademark, and copyright associated with Flying WILD. You will also be asked to distribute a one page evaluation form to workshop participants to be submitted to the Flying WILD National Office.

The principal contacts for this agreement are:

Illinois Audubon Society  
Tom Clay  
Executive Director  
P.O. Box 2547  
Springfield Illinois, 62708  
Phone: 217-544-2473  
E-Mail: [tclay@illinoisaudubon.org](mailto:tclay@illinoisaudubon.org)

Environmental Education Association of Illinois (EEAI)  
Lara Darling  
President  
Anita Purves Nature Center  
1505 N. Broadway Ave.  
Urbana, IL 61801  
E-mail: [ldarling@vccd.org](mailto:ldarling@vccd.org)

Council for Environmental Education  
Josetta Hawthorne, Director  
5555 Morningside Drive, Suite 212  
Houston, Texas 77005  
Phone: 713-520-1936  
E-mail: [jsettah@aol.com](mailto:jsettah@aol.com)

IN WITNESS THEREOF, the parties have executed this agreement as of the last date written below.

**COUNCIL FOR ENVIRONMENTAL EDUCATION**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Barbara Price, CEE President

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Date

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Josetta Hawthorne, CEE Executive Director

**ILLINOIS AUDUBON SOCIETY**

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Date

Tom Clay, Executive Director

**ENVIRONMENTAL EDUCATION ASSOCIATION of ILLINOIS**

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Date

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Lara Darling, President