

Board Meeting Minutes  
Friday, June 9, 2017  
Scheels, Springfield, IL



Board Meeting Attendees: Jennifer Day Tariq, Janet Beach Davis, Kirsten Hope Walker, Stacey Clementz, Susie Ingram, , Pam Evans, Anna Marie Froeschle, Jason Haupt, Jennifer VanDerMolen; Heidi Vasel, Membership Chair

Guests: none

Not Present: Teresa Vaughn, Mini Grants Chair; Kristi Morris, EPA Liaison; Jo Fessett, Illinois Audubon Liaison; Judy Miller, NAAEE Representative; Jennie Bunde, EEAI Nominations and Elections Co-Chair; Tina Dawson Scott, , Steve Gariepy, Laura McCoy, Ann Townsend, Kim Petzing, Jame Holt

Committee Chairs and Liaisons: Sarah Livesay, Projects Coordinator Richie Wolf, Awards Chair;; Savannah Donovan, PR Chair;

Quorum present.

voted on - yellow

Items requiring Action-Underlined

Items moved to Ad-Hoc- blue

- 1) Call to order Meeting called to order by President Jennifer Day Tariq at 3:59pm .
- 2) Additions to Agenda (Review/Vote) amendment –addition to google accounts as cybersecurity. Motion to accept agenda as amended by Jennifer VanDerMolen ; seconded by Stacey Clementz ; passed by voice vote, no abstentions.
- 3) Review Minutes/ Secretary’s Report (Review/Vote) Motion to accept meeting minutes as submitted by Jason Haupt; seconded by Anna Marie Froeschle; passed by voice vote, no abstentions.
- 4) Treasurer’s Report(Review/Vote) - Kirsten covered the new COA for the board. Additions to the accounts are the upcoming conferences. Kirsten suggests that each region download a copy of disbursements and deposits with account numbers they use and keep it as a master on their own google drives. All disbursements and deposits should be submitted electronically. Motion to accept treasurer’s report as submitted by Pam Evans; seconded by Jennifer VanDerMolen; passed by voice vote, no abstentions.
- 5) Committee/Chair Reports
  - a) Project’s Report - No additions to presub report. Jennifer Day Tariq reminded the board that PLT is getting a new national home. Sarah will be applying for the MPI grant.
  - b) Conferences
    - i) MEEC October 11-14, 2017 covered in Ad-Hoc
    - ii) Northwest Region 2018 [update] Conference will be Giving Back to the Nature of Things- will be a Peoria Zoo, Luthy Botanical Gardens and other sites. A keynote has

been determined. Dates will be March 9-10, 2018. Registration will open January 1 at the latest.

- iii) East Central 2019 [date & location]- Committee is forming.
  - iv) South 2020—no report
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- c) Nominations/Elections – no report- All member should be recruiting new board members for nominations in November.
  - d) Memberships- new incentives were discussed AD-HOC Please recruit new members at all programs. All memberships should be completed through the website.
  - e) PR – Stacey- There is a document that lists all the duties of the PR committee. Please notify Stacey if any changes are need on the website or the event calendar. All media press releases need to go through PR.
  - f) Awards/Mini Grants- Awards are due November 30, Award nominations are due Oct 30.
  - g) Fund Development –Stacey- looking into Razoo for the annual appeal.
- 6) Regional Updates- NW had a G UW training yesterday, so there were many new contacts made. There is planning for a book club in EC. Details to follow.
  - 7) President’s Report – No additions to the presub.
  - 8) New Business
    - a) Google Accounts/Cyber security- Each region has a legacy account, and several committees have legacy accounts. We have found several unknown random documents on the google drive. Stacey has shared information to the board about cyber security practices.
    - b) Strategic Plan progress – updates on the plan- membership goals have been worked on and is moving forward, financial goals have also been investigated. We are looking into investments for our money that was in CDs.
    - c) Governance- Job descriptions have been reviewed and the job description for the ED has been developed. The projects coordinator position has been reviewed and for now the position of Projects Coordinator and ED will be kept separate.
    - d) The Projects- nothing to add to the presub report.
  - 9) Meeting dates
  - 10) September 9<sup>th</sup>-Anita Purvis
  - 11) December 1<sup>th</sup>- Anita Purvis
  - 12) February 2018- Anita Purvis
  - 13) March- Annual Meeting
  - 14) Adjourn: Motion to Adjourn made by Jennifer VanDerMolen ; seconded by Susie Ingram; passed by voice vote, no abstentions. Meeting adjourned at 5:18 .