

**Environmental Education Association of Illinois**  
**Board Meeting Minutes**  
**December 6, 2013 10am-12pm**  
**10am Anita Purves Nature Center**

Board Meeting Attendees: Janet Beach Davis, Patti Brown, Jennifer Day Tariq, Jame Holt, Kirsten Hope Walker, Pam Evans, Jennifer VanDerMolen, Peggy Doty, Tina Dawson Scott, Lara Darling, Savannah Donovan

Committee Chairs (other than RD's): Stacey Clementz,

Liaisons: Sarah Livesay, Projects Coordinator

Visitors: Audra Walters (new WC RD Nominee)

Not in Attendance: Kristi Morris, Laura McCoy, Jo Fessett, Laura McCoy, Richie Wolf, Linda Hauser, James Wilkins,

voted on - yellow

Items requiring Action-Underlined

Items moved to Ad-Hoc- blue

1. Call to Order- Called to order at 10:12 by Patti Brown, President.
2. Additions to agenda- Agenda reviewed by board review/vote Motion to accept Agenda as submitted by Jennifer Day Tariq; Kirsten Hope Walker second. Passed by voice vote. No abstentions.
3. Secretary's Report-Janet Beach Davis September 2013 Meeting Minutes review/vote Motion to accept Meeting Minutes from the September meeting as submitted by Lara Darling; Kirsten Hope Walker second. Passed by voice vote. No abstentions.
4. Treasurer's Reports-pre submitted- There are now electronic pay options. Kirsten will set up for anyone who needs to be reimbursed on the board. Submissions for reimbursement can be emailed to get the process started but the original forms still need to be sent to Kirsten. review/vote –Kirsten Hope-Walker Motion to accept as amended by Jame Holt; Jennifer Day Tariq second. Passed by voice vote. No Abstention
5. Committee/Chair Reports-
  - A. Education/Program
    1. Projects Update-Report Submitted by Sarah Livesay: There was a drop in the percentage of GUW workshops. Sarah will be attending the ROE Conference in St. Charles this weekend, to make connections with our state ROEs. We will be losing our provider status, as will everyone in the state not affiliated with a college or university. There is a grant to pay for 4 ROEs to be pilots in the Projects workshops. The hope is that we will become a standard provider with the ROE. We will eventually have to build in some kind of cost recovery for PLT programs to cover administrative expenses.
    2. Discussion of the Project Coordinator contract renewal- The Projects Coordinator position is due for renewal. (Sarah has left the meeting.) After discussion the board determined that the best schedule would be to align all contracts with our budget year. An intermediate contract to carry this position over to the end of our budget year (April 30, 2014). review/vote Motion to renew the contract for the coordinator position as written, but with an increase from current \$13 to \$14 an hour, until the end of the budget year, and at that time a new contract will be discussed that follows our fiscal year made by Jennifer Day Tariq, second Jame Holt, passed by voice vote, no abstentions.

3. PR- Savannah explained Public Relations to the new members, and encouraged all board members to contact her with events or items for distribution. Savannah would like to review all press releases and program announcements before they are released. She will make sure our professional standards are met. Stacey asks for all types of programs that would be of interest to our membership. The annual appeal was mailed out to over 800 people. More letters are available if board members have people they would like to send them to.
- B. Conference- Conference update- committee met and made committee decisions. There is currently no keynote speaker. Registration fees: \$75 early bird members sliding to \$100 for last minute registrations. April 1<sup>st</sup> is early bird registration deadline. Looking for items for the goodie bag and for the silent auction. Registration packets will be ready to publish to the website sometime in January. Registration information will be online. Forms can be submitted electronically or by mail. Regions each have a basket, and any other auction items can be given to Lara. More presenters are needed. Goodies are needed for the goodie bag.
  - C. President's report.
    - a. Patti went to a STEMPact Conference in St. Louis. She shared information about including STEM in programming.
  - D. Governance- Lara will work on revising job descriptions to include mandatory attendance by committee chairs and to have more accountability to the board.
  - E. Nominations and Elections- The slate must be set for voting by January 25<sup>th</sup>. The ballot must be set for voting by February 25<sup>th</sup>. Deadline for ballot nominations is January 15<sup>th</sup>.

The board brainstormed names for nominations. Lara and Patti will be on the nominating committee along with Jo Fessett and Jennie Bunde to facilitate meeting the deadlines.
  - F. Green Ribbon Schools- Peggy: There are 6 schools applying. There were 4 last year.
  - G. Awards-Richie Wolf- Patti will contact Richie to have award submissions reviewed.

Jennifer VanDerMolen motions to adjourn Pam Evans second. Meeting adjourned at 1:18.

#### EEAI 2014 Meeting Dates

Friday February 7, 2014

April 24 -26 , 2014

June 6-7, 2014

Board Meeting, 10 am Anita Purves Nature Center

Annual Meeting Kennekuk County Park, Vermilion County District  
Danville, Illinois

Board Retreat- Kendall County Forest Preserve District