

Agenda
Friday, February 2, 2018 10am
Anita Purvis Nature Center
Urbana, IL



Board Meeting Attendees: Jennifer Day Tariq, Janet Beach Davis, Kirsten Hope Walker, Stacey Clementz, Tina Dawson Scott, Susie Ingram, Laura McCoy, Jame Holt, Pam Evans, Jason Haupt, Steve Gariepy, Kim Petzing, Jennifer VanDerMolen;

Committee Chairs and Liaisons: Richie Wolf, Awards Chair; Heidi Vasel, Membership Chair; Savannah Donovan, PR Chair;

Guests: Yolanda Wilhite, incoming NERD

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; Ann Townsend, Anna Marie Froeschle, Meghan Bowe, Projects Coordinator

Quorum present.

voted on - yellow

Items requiring Action-Underlined

Items moved to Ad-Hoc- blue

10am: Board Meeting

- 1) Call to order at 10:10am by President Jennifer Day Tariq
 - 2) Additions to Agenda (Review/Vote) Motion to approve agenda as submitted by Jame Holt , second by Pam Evans ; passed by voice vote, no abstention.
Board introductions were done.
 - 3) Review Minutes/ Secretary's Report (Review/Vote) Motion to approve meeting minutes as submitted by Stacey Clementz, second by Kirsten Hope Walker; passed by voice vote, no abstention.
 - 4) Treasurer's Report (Review/Vote) Motion to approve Treasurer's Report as submitted by Tina Dawson Scott , second by Laura McCoy; passed by voice vote, no abstention.
- 1)
- 2) Committee/Chair Reports
 - a) Awards/Mini-Grants (Review/Vote Awards) Motion to approve awards as submitted by Jennifer VanDerMolen, second by Jame Holt; passed by voice vote, no abstention.

- a) This year there were only nominations for non-formal educator of the year- Laura Hall, from Jurica-Suchy Nature Museum was selected.
 - b) Project's Report- Meghan is planning a PLT training at the conference in March. Meghan seems to be catching up quickly and has submitted to present at conferences. We will be reviewing the Coordinator Contract in April for renewal in May. Meghan has mapped out where there are gaps in the state for facilitators.
 - c) Conferences
 - i) MEEC Update & Survey Questions-Jennifer met with MEEC state coordinators and had discussions on the future of MEEC. Jennifer asked for a two week deadline (Feb 16) to review survey questions.
 - ii) Northwest Region 2018 [ad hoc]
 - iii) Other Professional Development opportunities-Missouri Residential Outdoor Regional Education Conference- Steve will be attending. Sustainability Institute for Educators- See Kim Petzing for more information (She will be emailing.) EEAI is a promotional partner. Illinois Solid Waste Conference- Kim is looking for sessions. Natural Start Conference in August. They have asked us to be there.
 - iv) Conference Protocol (binding contracts, a la carte registration options)- We need to have a comprehensive policy for conference contracts. The executive committee will be responsible for reviewing and signing the contracts. We will be build a policy document for conferences especially registration fees and ala carte options.
 - d) Nominations/Elections
 - i) Results
 - (1) NERD- Yolanda Wilhite and Margaret Guzbach
 - (2) Secretary- Janet Beach Davis
 - (3) EC- Anne Marie
 - (4) NW- Tina Dawson Scott
 - (5) WC- Jason Haupt
 - (6) S- Anne Townsend
 - e) Membership- 150-160 members
 - i) Strategic Plan Action Plan-Increase membership by 20% deadline April 2018. Plan includes recruiting Legacy members, checking for areas of the state that have low or no enrollment. Member benefits and categories, and incentives will be covered Ad-Hoc
 - f) PR – Savannah- promoting the conference. Late Feb UPDATE deadline for the April UPDATE. Savannah will be stepping down as PR chair. Kirsten- Social media- promoting 2018 conference- Monday is social media Monday- please share, retweet, like and spread the word.
 - i) GiftTool Update- Stacey- gift tool comparison to Chase or older methods. About 10% of our income goes back to gift tool. This is acceptable to the board for the ease of use.
 - g) Fund Development – JDT and SC-
 - i) Razoo- \$1900 from our first Razoo- Past appeals were generally under \$1000.
 - ii) 50th Anniversary EEAI- 2022- Jennifer Day Tariq will be coordinating a 50th anniversary event.
 - h) Liaisons- no reports
- 3) Regional Updates- Southern Region- Steve was able to meet with Cliff Knapp's daughter. She was donating his library to organizations who could use his vast history of knowledge. There is still some items left, so if anyone would like to contact her for information, Steve has her contact information. Steve is developing an internship at SIU in Cliff's memory in conjunction with Lorado Taft.
- 4) President's Report-

- a) OATS Survey- Organizational culture was high, but board burnout was high as well. More professional development (on fund development) and growing membership. There will be contracts for each position offered after elections so everyone is clear on their duties. This is still under development, so Jennifer is asking for feedback on new board orientation. Jennifer previewed a video that covered the history of EEAI.
- b) NAAEE- Affiliate workshop focused on board development and strategic planning.
- c) Board Job Descriptions are being reviewed
- d) Executive Director submissions are due February 28. We are developing procedures and the personnel manual. Stacey asks us all to review it and look for gaps in our policy. Comments to Stacey by Feb 23rd.

5) Meeting dates

- a) March 10, 2018 @ 12:30pm [Conference]
- b) June 9th, 2018 @ 10am [Scovill Zoo Decatur, IL]
- c) September 8, 2018 Anita Purvis Nature Center, Urbana, IL
- d) December 7, 2018 Anita Purvis Nature Center, Urbana, IL

6) Adjourn: Stacy motions to adjourn, Jennifer VanDerMolen second adjourned at 12:11pm