

Environmental Education Association of Illinois
Board Meeting Minutes

Saturday, September 12, 2015
10am Anita Purves Nature Center

Board Meeting Attendees: Janet Beach Davis, Pam Evans, Jennifer VanDerMolen, Laura McCoy, Tina Dawson Scott, Kirsten Hope Walker, Linda Hauser, Stacey Clementz, Jame Holt,

Committee Chairs (other than RD's): Allison Neubauer, Student Recruitment Chair;

Not in Attendance: Steve Gariepy, Sarah Livesay, Jennifer Day Tariq, Natalie Marioni, Savannah Donovan, Peggy Doty, Allison Jones, Patti Brown, Kristi Morris, Jo Fessett, Betsy Irwin, Lara Darling, Governance, Richie Wolf, Charlie Jakes-T-shirt chair;

Guest: Heidi Vasel, APNC

1. Call to Order – President Stacey Clementz Called to order at 10:09 am
 - a. Additions to agenda- review/ vote Motion to accept Agenda as submitted by Jame Holt, seconded Kirsten Hope Walker; passed by voice vote, no abstentions.
2. Secretary's Report - Janet Beach Davis
 - a. June 2015 Meeting Minutes review/ vote- Motion to accept June meeting minutes as accepted by Kirsten Hope Walker, Seconded by Jennifer VanDerMolen; passed by voice vote, no abstentions.
3. Treasurer's Reports – Kirsten Hope Walker pre-submitted – review/ vote: Motion to accept treasurers report as submitted by Linda Hauser; seconded by Jame Holt; passed by voice vote; no abstentions.
 - a. Bookkeeper-Royal Bookkeeping Services, St. Joseph- Stacey and Kirsten met to speak to Royal Bookkeeping to make our financial records more professional and secure. It costs \$50 per hour. After discussion it was decided to try this until the December board meeting as a test.
 - b. D&O and Liability Insurance – At our board retreat Directors and Operation insurance was discussed. D&O insurance will cost \$525 per year, and save \$40 when bundled with our Liability insurance. \$1035 per year for both. We can vote on this at the December meeting.
 - c. Moving bank account from bank in Oregon to Chase Bank review/ vote motion to approve changing our banking services to Chase Bank made by Jennifer VanDerMolen; seconded by Laura McCoy; passed by voice vote, no abstentions.
 - d. 2016-17 Budgets Ad-Hoc
 - e. Sales tax- We now need to charge sales tax on our promotional items. We will have to fill out a business application. For now we will not be selling anything until we complete investigations of where we fall in the tax system. We may be able to sell

once a year at conferences without having to collect and submit sales tax. We also cannot sell alcohol directly. We have to have any alcohol sales done by the vendor, and have a donation from the vendor to us for any pre-agreed profits.

4. Committee/Chair Reports

- a. Education – Laura McCoy- on hold for the moment. Still waiting for Chicago Wilderness to reform and reorganize.
- b. Projects Update – Sarah Livesay – Stacey for Sarah- MPI Grant is in. NAAEE affiliate scholarship for the conference. Whitetail Unlimited \$1332 grant was awarded.
- c. EEAI Sales -- Charlie Jacques-no report
- d. Membership --Allison Jones- Allison will be stepping down as Membership chair. She gave 6 months to help train a new person.
- e. Public Relations --Savannah Donovan. – Savannah will need to cut back her duties due to her pregnancy. Heidi Vasel at APNC is interested in being involved, and may be able to help Savannah.
- f. Nominations and Elections-whose term is up?
 - a. Northwest
 - i. Tina Dawson Scott- running
 - b. Northeast
 - i. Jennifer VanDerMolen- running
 - ii. Laura McCoy- running
 - c. West Central
 - i. Natalie Marioni- not running
 - d. East Central
 - i. Jennifer Day Tariq-running
 - e. South
 - i. Linda Hauser- not running
 - f. President Elect- open
- g. Awards --Richie Wolf – no report- Nominations Due November 30
 - a. Mini-grants – Teresa - \$350 Due October 31.
- h. Governmental Affairs – Lara Darling –Lara is stepping down as Governmental Affairs.
- i. Student Recruitment Liaison – Allison Neubauer- Asked the regions to contact her with events or ideas for how each region should be approached.
- j. Liaison reports – Jo Fessett, Kristi Morris, Judy Miller- no reports

5. Conferences

- a. 2015 EEAI Conference- South- Linda Hauser and Steve Gariepy
 - i. Final numbers- ~\$2600 and 89 registrants
- b. 2016 EEAI Conference – West Central- updates on google drive. Natalie would like to set up a conference call the week of September 21st.
- c. 2017 MEEC – Jame Holt, Jennifer VanDerMolen and Laura McCoy-AD-Hoc

6. President's Report

- a. EEAI 2015-16 Meeting Dates
 - Friday, Dec. 4 10am, Anita Purves Nature Center
 - Friday, Feb 5 10am, Anita Purves Nature Center
 - Annual Meeting, March 11-12, 2016, Spoon River
 - Board Retreat:
 - Saturday, June 11 Location & Time TBD
- b. Strategic Plan
 - i. Friday, Dec. 11 1-4:30pm
Heartland Community College

Stacey has been investigating GiftTool software for membership, donations, and registration. She asked the board to think about this and come back to the December meeting to decide if we want to change to this system. Most of the first year fees may be grant funded. We will know if that is possible in December.

- 7. Regional Report Updates EC- Zoo Day at Miller Park Zoo in Bloomington. NW- Conference at Starved Rock Illinois Association of Conservation Districts Feb 25-26.
- 8. Adjournment- Motion to adjourn made by Jennifer VanDerMolen; seconded by Kirsten Hope Walker; Meeting adjourned at 11:57pm.