



## WAAE Board of Directors Meeting

Location: Treehaven, Tomahawk, WI

January 25, 2105

### 12:00 noon Begin Meeting

#### A. Call to Order 12:30

Present: Scott, Stefan, Steve, Carly, Emily, Licia, Amy, Betsy, Rebecca, Jessica, Lynn

Absent: Cathy

#### B. Introduction of new board members

1. New board members introduced themselves. A letter from Cathy Techtmann introducing herself was read.
2. Tried to get Cathy on speaker phone to participate in meeting but connection failed.

#### C. Housekeeping Items:

1. Meeting Time Keeper, Note taker, and point out the "wood lot"
2. Agenda changes (special guests, public input, etc.)
3. Review of previous meeting minutes
4. Approval of previous meeting minutes
  - i. Minutes were approved
5. Review of Action items
  - i. Amend agenda appropriately for discussion on needed action items

#### D. Old Business

1. EE Capacity Grant –Update (Steve)
  - i. The Grant is over as of 12/2014. All reports and invoices have been reported to NAAEE.
  - ii. We were able to match \$120,000 with consortium member hours.
  - iii. We are still waiting to hear if more money will be available for the coming year. If there is money available, it is expected to be in the \$5,000 to \$10,000 range.
2. EE Consortium as a more permanent stakeholder advisory panel for state-wide initiatives (Steve)
  - i. Consortium members met on Sunday morning of the Workshop. The consortium wants to continue as a stake holder.
  - ii. Action items were presented for the three initiatives. Looking to see you it fits with other organizations and move forward.
  - iii. Needs to gain its own identity with diverse stake holders.
  - iv. Need to flesh out what type of relationship WAAE has to consortium.
  - v. Consortium landing page will be on WAAE webpage.
  - vi. Consortium broadens networking of WAAE by professional development.
  - vii. Will stay on agenda for next board meeting.
3. WAAE annual budget review and approval of budget for 2014-2015 year
  - i. The budget presented was approved as a working budget with the addition of \$22,000 for fall conference expense.
4. Administrator hours (Stefan, Steve, Lynn)
  - i. Lynn is banking hours.
  - ii. Steve suggests waiting until after July 1 to see if the UWSP contract can be changed to include more hours.
  - iii. There was discussion about contracting with UWSP for 25 hours/week.
  - iv. It was agreed to place this item on the agenda for the next meeting.
5. Discuss board perks for board meetings and conferences
  - i. This matter is tabled for the budget/finance committee to make a proposal in the 2015-2016 budget
6. Draft of next year's budget to include Admin and 2 board members to go to NAAEE conf (\$6000)

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- 7. Update on creating Special Interest Groups within WAEE – WI Nature Centers Collaborative, ECE, K-12 teachers, and others (Steve)
- 8. NAAEE Conference update for 2016
  - i. We are awaiting a call from the NAAEE on this matter.

E. New Business

- 1. New student board member election
  - i. The student board member term runs the school year.
  - ii. We will work on this for next school since we are already in the second semester of this term.
- 2. Revisit 5 year strategic plan for MEEC savings/write policy about reserves
  - i. There was discussion about whether we want a policy in place.
  - ii. This was tabled to be discussed at the board spring retreat.
- 3. Possibility of creating list serves for WAEE members
  - i. The discussion led to the possibility of using LinkedIn instead of list serves.
  - ii. This discussion will continue at the board spring retreat.
- 4. Children’s Outdoor Bill of Rights (Betsy)
  - i. This has been renamed to Children’s Outdoor Heritage Proclamation.
  - ii. The goal is to get a republican to promote it.
  - iii. Maybe make MEEC a launching point.
- 5. Set dates for 2015 board meetings and spring retreat (Scott)
  - i. It was decided to have six meetings each year.

September 18	Monona Terrace		
March 20-22	CWES	Noon	Stefan will donate one dinner
May 6	Appleton	Noon	Lunch snack
July 29	Upham Woods	Noon	
November 15	Concordia (Milwaukee)	Noon	

- 6. Scholarship for Youth Summit
  - i. We should have a line item for donating if we want to donate.
  - ii. How does it fit in with networking, advocacy and recognition?
  - iii. The decision was made to decline.
- 7. 10<sup>th</sup> board member
  - i. Rebecca is serving on the board for an additional year.
  - ii. In 2016 4 members will come off and three will be added.

F. Events

- 1. Awards Ceremony 2015
  - i. There was some discussion between WEEF and WAEE while processing the proceeds for the event about whether WAEE should pay for their own awards (plaques) or have them be considered part of Awards expense.
  - ii. WAEE will pay for their own awards and have a line item in the budget for awards.
  - iii. There was discussion about the possibility of adding some type of green business and a non-traditional category. Some discussion centered around what makes a business worthy of and EE award in WI.
  - iv. This will be an item for discussion at the spring retreat.
- 2. Winter Workshop 2015
  - i. We had 95 participants at the Winter Workshop. The thought is that we need to aim for 150.
  - ii. Next year planning for the event will start earlier in the year.

- iii. There was discussion as to whether we want children at the event. Do we want to make sessions more for professional development instead of more family friendly.
  - 3. MEEC 2015 – WI
    - i. Betsy encouraged us to think of good presenters for the MEEC and personally ask them to attend.
    - ii. Deadline for proposals is March.
    - iii. There will be a template letter asking you to promote MEEC to all your colleagues.
    - iv. There will be a hashtag for MEEC.
    - v. There was discussion about what type of online registration software we would like to use. Betsy presented what she had learned about EventBrite and Emily presented what she had learned about Wufoo and Wild Apricot.
    - vi. It was decided to let Betsy, Emily and Lynn pick membership and registration software.
  - 4. Annual Conference 2016
    - i. Tabled until we hear from NAAEE
- G. Committee Updates
  - 1. Membership Committee -
    - i. Assign members to this committee
      - 1. Membership will be a topic for early arrivals at the board spring retreat.
      - 2. Stefan volunteered to be Membership chair.
    - ii. Membership fees/calendar year or month to month
  - 2. Networking Committee Report (Emily)
    - i. One of the goals for the website is more pictures (many photos are on Google drive)
    - ii. Send website updated to Emily.
  - 3. Advocacy
- H. Financial Report (Licia/Lynn)
- I. State Board/Agency Reports: DPI Report (Victoria Rydberg), WEEB Report (Ginny Carlton), WEEF Report (Kathy Kuntz-Jesse Haney), WCEE Report (Jeremy Solin)
- J. Administrative Office needs, issues, updates, etc (Lynn)
  - 1. Lynn requests time off the week of February 8.
  - 2. She will leave emergency number with Scott and on phone and email.

**3:00 Adjourn, clean up and departures**