

# MEEA Board Meeting Agenda October 13, 2016

## Agenda

1. **Call to order** – 8:07 pm by Susan

2. **Roll call**

*Present:* Liz Petersen, Joe Pitts, Susan Flowers, Linda Lacy, Brendan Hellebusch

*Absent:* Carey Scherder, Kristen Schulte, Mary McCarthy

*Ex Officio:* Jan Weaver

3. **Approve Agenda** – add items not already included in the agenda or **move items from consent agenda** because you have a question or want to discuss something

**Joe moved to approve, Liz seconded, Vote = approval was unanimous**

4. **Consent Agenda – A consent agenda is not discussed.** It is either approved or not. These are items that contain information important to decision making, but do not involve actual decisions. You are just saying, yes, that stuff happened, all in one motion. The goal of the consent agenda is to speed things up.

a. Minutes from previous meeting

b. Reports

- Executive Director's Report
- Financial Report
- Correspondence, Requests, etc. (none)

c. Email votes (none)

**Liz moved to approve, Joe seconded, Vote = approval was unanimous**

5. **Old Business (action items to discuss and/or vote on)**

a. Conference report

Discussion:

- (Unfortunately unable to have report from Mary, but Jan found Mary's minutes)
- Still checking on swag items
- Will need to revise schedule a little bit
- Lunch arrangements have not been finalized yet, Jan will take care of it if no one local takes it on, but she cannot handle food delivery/set up, board members will take care of it
- Committee members have signed up for roles during the conference
- Jan will send out email of last conference committee meeting minutes
- Need to revisit moving ahead with flash drives (75 ct.)
- Consider doing a table talk or poster
- Current registration is 34
- Linda suggests having STOM push out promotion of MEEA conference now that their conference is over, Liz may be able to get that done
- Linda is updating the conference countdown on the MEEA Facebook page daily
- Facebook traffic has really taken off! Way to go, Linda!

b. Board Nomination Committee update (Mary, Liz, Susan, Joe)

Discussion:

- Idea: Have nomination sheet at the conference registration table
- Idea: Call attention to need for board members during Mary's address
- Idea: Add board nominations to the conference evaluation form
- It will be important to call attention to our intention to always have representation from across the state and that we are looking to broaden participation of those from underrepresented groups on the board.
- Idea: It might be good to have a sentence on the Governance page that indicates nominations for open board positions should be communicated by email to someone specific and then that person can follow up. Based on the by laws it should go to the President Elect/Secretary.
- Idea: It might be good to have a new paragraph added at the top of the Governance page that briefly describes the MEEA board - the Executive positions, the Members at Large positions, how often the board meets, how to nominate for board positions, etc. Otherwise you have to dig in to two separate pdfs to find that info.
- Linda suggests posting to the MEEA Facebook to point people to that section of the webpage

- Jan can put something on the front page of the website after the conference and can provide a form that people can send in, or an electronic form
- Joe remembers that we are supposed to go around and twist arms during the conference, encourage people to stay for the business meeting to meet the board members, etc.
- We need three new board members and a new president-elect/secretary!
- Treasurer is a two-year term, so do not need one yet

c. Award Nominations

Discussion:

- Lots of discussion resulted in the following decisions:
- Organization award: The Watershed Committee of the Ozarks (quasi-governmental group)
- Individual award: Cathi Backs (Lockwood, MO) (save Don Corrigan for later)
- Local group award: James River Basin Partnership (grassroots organization)
- Student group award: Environmental Club at Missouri Southern (Joplin, MO)
- Lifetime award: Melvin Johnson (Springfield, MO)
- Jan will notify the groups on behalf of MEEA and the committee, awardees will receive free conference registration

**Joe moved to approve awardees, Liz seconded, Vote = approval was unanimous**

**6. New Business (action items to discuss and/or vote on)**

a. 2017 Budget

Discussion:

- Has any one had a chance to look at the budget? Not really. Maybe we can discuss via email.
- Look at our assets and quarterly profits/loss
- We can go with the same budget or make changes to cut back on our expenses so that our budget balances.
- Hoping for proposed budget at meeting on Friday before the conference that can then be presented at the meeting on Saturday
- Wondering about the impact of the free membership on our budget. No apparent effect yet, but will need to see how renewals go. We have to see if we can convert any free members into regular members or donations.
- Send Jan any questions or comments about the budget

**7. Comments and Questions from Board Members**

- Joe: This board is really active and he is very pleased to be a part of it. It takes a lot of work and he is very appreciative of all the hard work.

**8. Adjourn**

**Joe made a motion to adjourn, Linda seconded, Vote = approval was unanimous**

Meeting ended at 9:00 pm

Meeting notes respectfully submitted by Susan Flowers

**Teams 2016**

People (membership and communication)

Mary McCarthy (President) – promotion, website

Brendan Hellebusch – website, grants

Resources (fund raising for organizational operations budget)

Liz Petersen (Treasurer) – fund development

Susan Flowers – fund development

Purpose (certification program, annual conference, educator grants program)

Mary McCarthy – conference liaison for Springfield 2016

Carey Scherder – certification

Linda Lacy – conference liaison for Kansas City 2017

Joe Pitts - conference

Governance (meeting agendas, bylaws, strategic planning)

Mary McCarthy (President)

Liz Petersen (Treasurer)

Susan Flowers (Secretary/President-Elect)