

MEEA Board Minutes

Monday, July 8

4:00pm - 5:30pm

<https://zoom.us/j/939127521>

Attendees: Sarah Holmes, Jan Weaver, Karen Keck, Lesli Moylan, Hannah Hemmelgarm, Jenny Grabner

Sarah moved to approve the minutes from the previous meeting; Jan seconded. Minutes from the last meeting were approved.

Previous meeting [minutes](#).

Next meeting Wednesday, August 21th, 4:00-5:30

Action items are highlighted in yellow.

Team Drive Tutorial (Sarah)

Sarah showed us how to use this shared workspace to access, organize, search, and collaborate using the drive.

The purpose of using a team drive is to share content within a group within a google drive, to be owned by the team.

To use the team drive:

Click on drive on upper right of gmail screen, go to Shared Drives, see MEEA, open MEEA drive to access shared documents. Open folders to access agendas, minutes, etc. Things can be added to these folders by opening the folder, click on "new", and either upload a file or folder or create a new google doc.

Year.Month.Day could be a dating convention. **Sarah will create a "read this first" file.** A gmail account is needed to access the drive.

Newsletter Reminders (Lesli)

- August- Place Based Education Karen (article) and Sarah (lesson)
- September- Hannah & Plants as Teachers (article and lesson)
- October- Laura & Avoiding Ecophobia (article only-need lesson- volunteers?)

Karen will write an article and Sarah will write the lesson for the August newsletter.

NAAEE Sharing (Lesli, Sarah, Jan)

- Overview of the week- clinic was grant funded and we have deliverables
- Share Theory of Change Logic Model and Action Plan - see this in the MEEA shared files

Information and impressions regarding the NAAEE meeting

1. Focus on districts and schools rather than on individual teachers with efforts on Missouri Green Schools. Go through the Logic Model and Action Plan and give feedback for the district-level audience.
2. Individuals give more than corporations during fundraising. The three parts of fundraising are identification, cultivation, stewardship
3. Develop relationships on the board and have ongoing training. How can personal professional goals be reached?

4. Use NAAEE resources.
5. Maryland has a state model of a fundraising board and a programmatic board.
6. **BOARD ACTION ITEM: In team drive, look in NAAEE folder to read the logic model and strategic plan begun at Asilomar. Also read the latest Board Update (includes take-aways from the group that went to Asilomar) in the team drive, Board Update folder.**

Teacher Survey - Hannah

Hannah screen-shared the survey that she and Jan worked on, and it focused on MEEA membership. The questions are open-ended to assess educator needs and target our efforts to assist educators and grow MEEA membership. **Hannah will prepare an email; Lesli will send out to MEEA members.**

MFH grant - Lesli

- Timeline-application due July 26, grant funding will start October 1. They need to know the next steps from Healthy Schools Healthy Communities to the Missouri Green Schools work. How will this funding propel what MEEA is already doing and connect to the larger context?
- Pisces opportunity could also build capacity and grow the MGS program
 - Two options for us: (launched July 10)
 - Capacity building grant
 - Supporting grant
 - Webinars about the grant taking place this month
- We need to look at our goals and create a list of assets and needs that we have and a list of assets and needs of the participating schools.
- Considerations:
 - Strong partnerships
 - Professional Development
 - MELAB meetings could galvanize people around the Green Schools participation
 - USGBC is a national group, one key grant partner is the USGBC Midwest Gateway Chapter
- MFH documents are also in the team drive, in Grants folder. Timeline and deliverables outlined on our shared document. There are multiple documents, so far we have a logic model/action plan and the application narrative started.
- Question about specific ways Board could assist with grant app, Lesli will send info as that becomes clearer. **Post-meeting update--need volunteer(s) to attend the Pisces grant webinars and discuss ideas with Lesli regarding best option/strategy.**

Financial Update-Jan

Jan made a motion to remove Michael Kromrey from the US Bank account. Jenny seconded the motion. The motion was passed.

Jan gave a summary fundraising report.

Look into "como gives" and "STL Gives" -Action Item- fund development team