

## Missouri Environmental Education Association BOD Meeting

Jan. 23, 2021

9-11am

Log your Jan 2021 MEEA hours (including this meeting [here](#))

Check In prompt (Laura)

Many people mentioned time in nature, taking hikes, meeting a new friend, eagles, starting a brewery!

Present:

Laura Seger, Lesli Moylan, Jeff Birchler, Laurie Davis, Carrie Whipkey, Tonia Schere Sarah Holmes

2020 Review (9:15)

- Review and suggest edits for [annual report](#)
  - Outdoor kits are a big accomplishment, Alaina is aligning them to Missouri Learning Standards
  - Vistas have been super helpful
  - Laura from KS made the conference summary in the annual report
  - Ask each committee liaison to be ready to share some insights from their participation in a MEEA committee when we get to that section
  - **Committees**- Tonia (not on a committee yet).
    - Mini committee for onboarding
  - Laurie- conference- enjoyed collaborating with others, KS folks
  - Jeff-conference worked with more local folks, enjoyed collaboration
  - Sarah-website-lesson database is taking shape
  - Laura- took the lead in the outdoor education kits last summer, did ordering, staging, assembly, etc.
  - Board Approval of Report to send out to members and past donors-done!
- Items not included in the annual report to note?
  - Some details on MGS (# schools enrolled so far, START tool status, partner network update, other questions?)
- Financial Report and Updated Budget Proposal:
  - Carrie, 2020 Report-
  - Year end reports-separate sponsorships and program fees because it is more reflective.
  - Money that came in for fundraising- reclassified
  - Questions
    - Should we reclassify revenue like other organizations?
    - Need clarification on how to correctly classify temporarily restricted funds like MFH grant?
    - Organization pledged for one year but pays the next?
  - Need to increase our membership dues? Need more fundraising! (Board members can reach out like Laurie did for the conference-doesn't need to be scary)

- Looks like we are in a decent place financially.
- Sarah -votes to approve draft 3, Carrie- seconds, all in favor
  
- Jeff- Virtual conference- how did we do?
  - We generated income on registration
  - Exceeded goals for sponsorship- Over \$5,000 (Springfield Environmental Services) <yay Laurie!>
  
- Carrie, Budget Proposal Vote (see notes in the pdf)
- Proposal: Hire a bookkeeper in 2021- to help the treasurer, time classifications, translate quarterly financials to plain language, need a board member to propose. Bookkeeper and treasurer are two different roles, bookkeeper also does taxes at the end of the year.
- PPP loan- bookkeeper can guide here
- Treasurer- concerned with financial health- translates to layman
- Bookkeeper hours would be about 2-5 hours a month
- Treasurer- 5 hours a month is about what Carrie has done
- Carrie proposes we hire a bookkeeper in 2021- 5 hours a month max
- Laurie moves that we do that
- Laura seconds that
- None opposed, all in favor
- NOTE: approved via email--shifting Lesli's salary from .75FTE to .5FTE for 2021, with bonus at year-end if finances allow (Lesli will continue to work 30 hrs/week)

Review of [Priorities for the Year](#) then use [Dynamic Governance](#) to: (9:45) [Click here for a link to the notes regarding Priorities for 2021](#)

- Discuss
- Propose changes?
  - Conference discussion--swap years for CoMo and KC conferences?
  - New Committees for the Year?
    - JEDI (work group? Thinking after the review and any changes implemented, the JEDI work will be embedded in all the other committees)
    - Certification
    - Determine Board liaisons if approved

### **Committees for the Year**

MGS Committee-Erin

Conference Committee-Jeff and Laurie

Website- Sarah

JEDI Work Group- Laura

Certification Program- Tonia is interested

(9:55) Do we want to issue a public statement given the state of things nationally? Something about our commitment to social justice and its intertwined connection with environmental health? (Laura) All members present agree on this! YAY!

#### Board Elections (10:10)

- Timeline
  - Jan-Feb recruit
  - Feb- election
  - March 1- ready to onboard
- Executive Board Elections
- Who will do what help by when?
  - Write invite letter to members who want to nominate themselves
    - Lesli send in e-blast
  - Invite colleagues (characteristics/skills we need?)
  - Create form for voting
  - Collate candidate information and prepare ballot email
  - Welcome 2021-2022 Board (Lesli, Laura)
  - Update board handbook and onboarding procedures (Tonia, Laura, others?)

Carrie will be stepping down. She will be traveling and working from anywhere in the US!  
Meredith will be stepping down as well.

We thank both Carrie and Meredith for their service to MEEA

#### Election Procedure-

Review positions, nominate in the chat, one at a time. Any changes, proposal? Objections?

Lesli Moylan nominated Jeff-Board President Elect/Secretary- Jeff Birchler

Lesli Moylan nominated Laurie Davis- Treasurer-Laurie Davis

Both accepted the nomination, approved by consent vote

We need to brainstorm some other people and reach out.  
2 Weeks!

#### Other items: (10:45)

1. 2020 Awards--nominate and vote?
  - a. Normally a conference committee project, but this year with the major lift of a virtual conference, it was put on hold and we opened up the nomination process to our membership via website launch
    - i. No nominations
  - b. Lesli and Laura's suggestions: deviate from the usual suite of awards since 2020 was so wackadoodle (usually we have 4 awards: Jan Weaver Env Educator Award, Organization Award, Youth Group Award, and Lifetime Achievement)

- i. Innovation Award - Kate Espinal, for devoting countless hours of creative thinking to help MEEA and MGS develop an inviting, well-organized, state-of-the-art websites on a shoestring budget. She guided us smoothly through a process that was new to most of us on the committee, and I couldn't be prouder of the results!
    - ii. Committee Award: Resilience Award - To Jeff and Laurie, conference chairs, for embracing the challenges of a new conference format. They smoothly facilitated the collaboration between MEEA and KACEE, and were unflappable during the unavoidable snafus of a using a new platform. From the silent auction to the evening socials, Laurie and Jeff brought creativity and perseverance to each task at hand!
    - iii. Organization Award: Again, for creative and flexible thinking. Missouri River Relief created [Watershed Expeditions at Home](#), a 4-week Camp in a Box with at-home activities and virtual meetings and resources. They created this early in the pandemic, and the response was tremendous. **Laura and Lesli in favor.**
    - iv. Youth Group Award: Ujima and their Project Salsa? Is this ok since Nick is a staff member? I am so impressed with Ujima's pivot from a Pay What You Can Cafe focus to Youth Entrepreneurship, Farming, and Cooking Education and Skills Training since COVID hit. Since prioritizing Project Salsa, Ujima has met many goals toward their vision of providing youth employment and green career education through a food justice focus.
    - v. Other nominations? We can add some extra this year. Let's eek out all the celebratory moments from 2020 that we can, lol!
2. Vetting materials for MEEA website educator resource database
  - a. NAAEE Guidelines
  - b. Population Connection example
    - i. Decision needed re: presentation in monthly event?- **Core message is zero population growth- do we want to take the risk of possibly offending someone- when do we, as MEEA, decide to say yes or no? How do we designate what we include on the website? What should be excluded?**
  - c. Proposal: Ask website committee to create eval rubric based on the guidelines
3. Stipend or honorarium for Lisa Ann, presenter in January?