

Attending:			
Emily Klein	x	Lisa Ralls	
Beth Martin		Karess Knudtson	x
Mary Bulger	x	Barb Gigar	x
Lilly Jensen	x	Kate Bussanmas	x
Craig Edmondson	x	Guests:	
Staff:		Jerry Neppel, IDALS	x
Alicia Vasto	x	Jerah Sheets	x

ICEC Executive Committee Meeting

Agenda

10 April 2018

3:45 p.m.

Via Zoom Video Conference

Call to order – Emily Klein called to order at 3:52

Introductions – name, profession/affiliation

Lily moved to approve the agenda. Seconded by Mary. Motion carried.

Lily moved to approve the minutes from 17 October 2017, 9 January 2018, and 2 February 2018 ExCom meetings. Seconded by Mary. Motion carried.

Executive Director’s Report – Jan – Mar 2018

See report - updates on grant, Winter Workshop, membership concerns, finance and development, Outdoor Learning Environments Conference in June, out of town this next week.

Discussion Items

A. Updates and Q&A with Jerah Sheets about REAP CEP

1. Jerah thanked board for their work on environmental education. REAP CEP board meets twice a year and provides grants to a variety of projects. About two years ago prioritized expenditures of dedicated \$350K/year. Always has more applications than funding. REAP CEP Board provides educational forum for grant writers. Rarely much of a separation between projects. In Iowa code, ICEC holds one of five board seats. (DNR, ICEC, DE, IAN, IACCB)
2. Questions for Jerah:
 - a. **How many apps per round?** 25 or so, ask is about \$500K
 - b. **How many usually get funded?** Mini grants and over \$3500 looked at separately. 3-6 mini grants; 3-10 standard each cycle;
 - c. Quick synopsis on where we are with IWILL getting funding - campaign is there every day informing legislature, DNR is registered neutral;
 - d. **Was concern that maybe people getting funded that could get funds elsewhere and some that did not have access to other resources - thoughts?** One of things assessed by board was how to determine the gap/need and how will the project fill the gap and sustain the project into the future (more than a one and done). Current application and Youtube video focuses on what is the need? How will you meet? How will you evaluate? How will the project continue into the

future beyond REAP CEP? Some traditionally funded players have not received funds in recent rounds.

- e. **Mini grants? Are requirements for evaluation and follow-up different.** All reports are the same, but the complexity, scope, and timeframe are smaller. First-time, innovation and/or expansion - neither dictates funding

3. Alicia met with Jerah a couple weeks ago, so feels has a good handle on grant requirements
4. Craig - has only been on for two years and continues to learn. ICEC can direct questions to Craig; non-voting member when ICEC grants considered but can be a source of information and advice
5. DNR is not a REAP CEP applicant and DNR covers Jerah salary - policy when Susan Salterberg grant not renewed a few years ago
6. Jerah reiterated availability as a resource and the Youtube instructional video

B. Fundraising Committee Report

1. Big Trees Innovation Fund – Crowdfunding campaign Apr 22-May 22
 - a. Many of board members have made pages. Do some pre-fund raising prior to actual launch. Have ideas and videos on Google Drive that you can use to post. Was able to get a matching donation from Jim Pease - May 8-11 push; Post 1-3 times per week. Mailed letters to alumni this week. We need to all be committed to this to be successful.
2. Major donor research and contacts
 - a. Posted, a few on the list can get addresses. Need major donors so any tangential relationships can share, please do.
3. Organizational memberships
 - a. *Mary moved to approve the recommended amounts for organizational memberships [nonprofit for \$100 and for-profit at \$500 with specific benefits (see proposal)]. Seconded by Karess. Motion carried.*
4. Aquatic studies field day - Alicia shared are trying to put together an aquatic field day in August with recertification credit.

C. Governance Committee Report

1. The new ExCom info and agreement documents were discussed (See handout). *Barb moved to approve the executive committee agreement. Lily seconded. Motion carried.*
2. The strategic planning session will be July 13. There will be some prep work with surveys, etc. ahead of time. Will be sending more information. Cost will be \$600.
3. ExCom self- assessment - each member will do a self-assessment, reflect about contributions, cohesiveness or organization, etc. Hope to do this year.

D. Finance Committee – no meeting/no report

1. Review financial statements from CPA

E. OLE Conference with Prairie Rivers update

1. Scheduled June 18-19. Feels like have gotten a super late start advertising and promoting. Sent through several groups. Have some really good speakers coming - just need to get people registered. Day 1 is sessions and Day 2 is field trips to outdoor learning environments
2. Detailed agenda is posted on the website; Barb can share a list of building administrators; send to science leadership group

F. Awards Ceremony

1. Awards were given at Spring IAN this year without involvement of ICEC; ICEC should have a hand in handing out the award. We are missing out on opportunities to promote ICEC and get *public* recognition of the awards.
2. Discussion about option for inclusion in the Summit; Award committee should take on responsibility to publicise/promote more. K-12 teachers presented at Science Teachers' Conference; How can we promote other award categories to relevant audiences? Look at options for where to present awards.

- G. Monarchs on the Move – Iowa State has a curriculum, working with 4-H Youth to teach other youth. Alicia will help coordinate and help getting new events for kids to teach in County and other parks. Grade 2-12. Doing another training April 28 in Cedar Rapids. Opportunity for connections to naturalists and 4-H.
- H. REAP CEP 18-19 update - Just had meeting with collaborators. Going well.
- I. Next REAP CEP application due May 15th
 - 1. *Mary moved to approve a REAP CEP grant be submitted to conduct a statewide EE assessment and subsequent summit on conservation education in Iowa. Seconded by Craig. Motion carried.*
- J. Alicia shared opportunity to apply for EPA grant with other states in region. The overall grant is \$100K. Our portion will be \$33,333. In-kind match can be used to match. Idea is advisory group that would contribute in-kind. Opportunity to make stronger regional affiliation. *Lily moved to approve ICEC's involvement as a project lead on the grant application. Mary seconded. Motion carried.*

Adjourn at 5:34 PM.

Iowa Conservation Education Coalition
 Budget vs Actual
 Fiscal Year April 2017 – March 2018 (FY18)
 Through 31 March 2018

Income	FY18 Budgeted	FY18 Rec'd
Membership	3,750.00	1,790.00
Other Income – interest income, donations, sponsorships, merchandise sales	2,835.00	6,110.00
Other Income—Veridian CD Maturation	16,200.00	16,214.76
Other Income – Scholarship	2,110.00	147.00
Other Income – Chris Holt Scholarship	325.00	0.00
PW-AW-GUW Training Income	0.00	7,125.00
REAP-CEP 17-10 Workdays & Winter Workshop 2017	3,128.50	0.00
Unrestricted Grant Requests	5,000.00	0.00
REAP-CEP 18	15,000.00	9,877.50
Workshop and Conference Registration	5,000.00	2,135.00
<i>Total Income</i>	<i>\$53,348.50</i>	<i>\$43,399.26</i>

Expense	FY18 Budgeted	FY18 Spent
Administration	6,522.00	3,404.25
Contracted Services	40,000.00	35,953.61
Member Services – Plaques	525.00	162.00
Member Services – Scholarships	1,000.00	0.00
Organizational Memberships	450.00	200.00
Professional Development	650.00	258.48
PayPal Fees	360.00	330.00
WILD/Kinder Training Expenses/Book Fund	0.00	485.26
Chris Holt Scholarship	325.00	200.00
REAP CEP 17-10	0.00	5,102.59
REAP-CEP 15-17 Overpayment	0.00	72.87

Workshop and Conference Programming	3,000.00	1,879.27
<i>Total Expenses</i>	<i>\$52,632.00</i>	<i>\$48,048.33</i>
<i>Net Income</i>	<i>\$ 666.50</i>	<i>\$(4,649.07)</i>