

ICEC Executive Committee Meeting

Agenda

18 Sept 2018

3:45 p.m.

Via Zoom Video Conference

Call to order – Emily Klein will chair this meeting.

Approve Agenda

Lilly moved to approve; Beth seconded. Motion carried.

Approve Minutes from 20 August 2018

Beth moved to approve; Lilly seconded. Motion carried.

Attending:			
Emily Klein	x	Lisa Ralls	
Beth Martin	x	Karess Knudtson	
Mary Bulger		Barb Gigar	x
Lilly Jensen	x	Jerry Neppel	x
Craig Edmondson			
Staff:		Guests:	
Alicia Vasto	x	David Negley	x

Discussion Items

- 1) Upcoming ExCom election
 - a) Alicia shared that Nomination application is in ExCom's folder on Google Docs. Please add suggestions. The announcement will go out October 1.
- 2) Winter Workshop Committee update
 - a) Peggy Steffen, Sarah Derry, and Barb Ehlers on committee. Discussed format, potential locations, and presentation ideas. Will meet again in a couple weeks. Dates are February 22 and 23, 2019.
- 3) Iowa STEM Innovation Fund grant application through Governor's STEM Council
 - a) Due October 8
 - b) Incubator for new scale-up programs
 - c) Couple ideas – doing an aquatic investigations program with lessons, materials needed as a pilot, then offer as a scale-up; or Peggy S. mentioned a Game Jam to get students to design games around scientific concepts and Sara Derry thought would be a good idea. Beth may know a teacher that would participate. Alicia will get more information out and reach out to Peg about developing a grant.
- 4) REAP CEP next round November 1
 - a) Alicia would like to apply for phase 2 of the authentic data project, but needs to visit with partners on specifics. There is \$200,000 available for this round of grants. Alicia has ¾ lessons online for the high school unit completed. She will send a link to lessons for ExCom to review.
- 5) Alicia and accountant David Negley provided a tutorial on the current ICEC budget and finances – Alicia recorded the session:
<https://zoom.us/recording/share/evMtwUfuNWtfz7Oew40l4kTgc4ixaQBinXY55XQY8BwwlumekTziMw>
 - a) Unrestricted funds – used for day to day operations
 - b) Restricted funds – designated projects/activities (scholarships, grants, WILD, Big Trees)
 - c) Expenses – overall administrative costs, specific program expenses – other contractors, scholarships, etc.
 - d) Income is mostly grants, program revenue – small percentage is memberships and donations
 - i) Most income to this point is restricted – grants
 - ii) Alicia has spent a lot of time on grants this period
 - iii) Cost charged to grants is \$25/hour; going forward look for ways to more fully capture overall cost for salary and benefits
 - e) Net change in general unrestricted assets is down \$14k; net change overall in assets is very dependent on grants
 - f) Will draw down the grants through salary.
 - g) Look to diversify funding
 - i) Provide services/products versus membership model

- ii) fundraising events
 - iii) organizational memberships
 - iv) Using summit as launch for conversations with new partners/potential organizational members
 - v) Events – “classy” but unique
 - vi) Corporations/businesses that “butt up against” conservation issues, can build connections and provide them an opportunity to support conservation/environment
 - vii) How can we appeal to “conservationists at heart” that want to support “good works”
 - viii) Integrate outdoor/environment/adventure into a cool event, fun – way to bring in bigger donors in a novel way
- h) Big Trees peer-to-peer fundraiser brought in just over \$4000
 - i) Determine use based on assessment project results? Use as match for STEM Innovation Fund grant? Will discuss some ideas.
- 6) Alicia will send out a Doodle Poll for the November meeting and fundraising committee meeting.
 - 7) Meeting adjourned at 4:43 pm.

Iowa Conservation Education Coalition
 Budget vs Actual
 Fiscal Year April 2018 – March 2019 (FY19)
 Through 31 July 2018

	<u>UNRESTRICTED FUNDS</u>			<u>RESTRICTED FUNDS</u>			<u>TOTAL</u>	
	<u>General</u>	<u>Winter Workshop</u>	<u>Scholarship Fund</u>	<u>Big Tree Fund</u>	<u>Wild Resources</u>	<u>REAP CEP 18-19</u>		<u>REAP CEP 19-04</u>
Income:								
Donations	\$ 604.41	\$ -	\$ -	\$ 4,087.92	\$ -	\$ -	\$ -	\$ 4,692.33
Memberships	190.00	-	-	-	-	-	-	190.00
Program Revenue	1,225.14	260.00	-	-	2,170.00	-	-	3,655.14
Grants	-	-	-	-	-	7,902.00	-	7,902.00
Interest Income	-	-	-	-	-	-	-	-
TOTAL INCOME	<u>2,019.55</u>	<u>260.00</u>	<u>-</u>	<u>4,087.92</u>	<u>2,170.00</u>	<u>7,902.00</u>	<u>-</u>	<u>16,439.47</u>
Administration:								
Director Salary & Benefits	8,539.63	-	-	-	-	1,762.50	-	10,302.13
Trainers & Leaders	-	-	-	-	-	-	-	-
Insurance	-	-	-	-	-	-	-	-
Office & Computer	287.75	-	-	-	-	-	-	287.75
Travel & Mileage	352.33	-	-	-	-	-	-	352.33
Legal & Professional Fees	4,149.96	-	-	-	-	-	-	4,149.96
Education, Training, Meeting	-	-	-	-	-	-	-	-
Memberships & Advertising	<u>316.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>316.00</u>
TOTAL ADMINISTRATION	<u>13,645.67</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,762.50</u>	<u>-</u>	<u>15,408.17</u>
Program Expense:								
Labor	-	-	-	-	250.00	2,500.00	-	2,750.00
General	-	-	-	20.00	-	-	-	20.00
Scholarship	-	-	200.00	-	-	-	-	200.00
Grants Paid	-	-	-	-	-	-	-	-
TOTAL PROGRAM	<u>-</u>	<u>-</u>	<u>200.00</u>	<u>20.00</u>	<u>250.00</u>	<u>2,500.00</u>	<u>-</u>	<u>2,970.00</u>

TOTAL EXPENSES	<u>13,645.67</u>	<u>-</u>	<u>200.00</u>	<u>20.00</u>	<u>250.00</u>	<u>4,262.50</u>	<u>-</u>	<u>18,378.17</u>
CHANGE IN NET ASSETS	<u>\$ (11,626.12)</u>	<u>\$ 260.00</u>	<u>\$ (200.00)</u>	<u>\$ 4,067.92</u>	<u>\$ 1,920.00</u>	<u>\$ 3,639.50</u>	<u>\$ -</u>	<u>\$ (1,938.70)</u>