

ICEC Executive Committee Meeting

Agenda

6 Nov 2018

3:45 p.m.

Via Zoom Video Conference

Call to order – Mary Bulger will chair this meeting.
Meeting called to order at 3:50 PM.

Approve Agenda

Approve Minutes from 18 September 2018

Lilly moves to approve the agenda and the minutes from the 18 September 2018 meeting; Beth seconds. Motion carries unanimously.

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

Discussion Items

1. Update from NAAEE Conference
 - a. Alicia described her experience and main take-aways from the NAAEE Conference. It sounds like the affiliate network is working on messaging to express the importance and strength of our national network. Alicia was able to catch up with Laura Downey from Kansas and she's interested in pursuing another regional grant through a private foundation that supports NAAEE called the Pisces Foundation. Alicia signed up for a few affiliate committees to stay involved and better connected to the network, such as the toolkit committee and communications committee. She learned about some good resources to share, especially the CLEAN site (cleanet.org) which has NOAA vetted climate change activities, and attended a session on connecting climate change with social studies. Will look for more opportunities to connect with social studies in the future.
2. Membership renewal season and End of Year Giving Campaign
 - a. Share info about membership renewal with your networks
 - b. Send Alicia 5 names & addresses to mail EOY appeals to
 - i. Alicia will draft an appeal letter and send it back to you to sign and mail out to your contacts. Snail mail addresses are preferred but email is ok.
 - c. Volunteers to host a dinner for ICEC?
 - i. Let Alicia know if you are interested in hosting a small dinner for potential donors within your network. Could set some up for early part of next year.
 - ii. Beth can take Alicia to meet with her friend that owns Barrata's
3. IAN/ICEC Awards
 - a. Share application with your networks
 - b. Submit nominations
 - i. ICEC received no nominations last year, all of the nominations were sent through IAN, so it'd be great to receive some this year.
4. Big Trees Innovation Fund request
 - a. Action Item: Vote on ED request to replace ICEC computer with expense up to \$500 from Big Trees Innovation Fund
 - b. ICEC computer is old and having more and more problems. Alicia would like to replace with a newer model. Computer is a 2009 model with 6 GB of RAM and 500 GB memory. Alicia has found models with similar capacity for \$400+.
 - c. Beth motions to approve spending on a new computer; Lisa seconds.
 - d. Further discussion: If more funding is needed to buy a good computer, Alicia can send out an email to ExCom to ask for approval.
 - e. Motion passes unanimously.

5. Winter Workshop Committee update (Feb. 22-23)
 - a. Committee has a meeting next week to continue planning the workshop. More details about agenda and registration will be coming out soon.
6. REAP CEP projects update
 - a. 18-19
 - i. Finishing up by end of this month
 - ii. Alicia will ask Rebecca to send her everything she has on the project before the end of the month so she can finish her work on the grant.
 - b. 19-04
 - i. Share survey
 - ii. Summit planning (Feb. 21)
 - iii. Advisory Group is meeting next week to plan the summit.
 - c. Application submitted Nov. 1
 - i. Application submitted to fund trainings on authentic data project (18-19). REAP CEP board meeting is Nov. 27.
7. Perseids on the Prairie – Summer Workshop with IAN Update (July 31-Aug 2)
 - a. Good meeting with IAN and ICEC at end of October. Everyone was on board with the joint workshop and had a lot of good ideas.
 - b. Mary and Maria from Walking Stick Adventures have made a rough draft of an agenda for the workshop.
 - c. First day will be a creek walk and Dutch oven dinner.
8. Barb joined call.
 - a. On second day, will set aside time for teacher/naturalist work in teams. This could be part of assignment for AEA recertification credit.
 - b. Workshop will also incorporate astronomy/watching Perseid meteor shower.
 - c. Archaeology session planned– pottery, Native American crafts and games, etc.
9. Set next meeting (January)
 - a. January 15, 2019 at 3:45 PM

Meeting was adjourned at 4:30 PM

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

	<u>UNRESTRICTED FUNDS</u>			<u>RESTRICTED FUNDS</u>				TOTAL
	General	Winter Workshop	Scholarship Fund	Big Tree Fund	Wild Resources	REAP CEP 18-19	REAP CEP 19-04	
Income:								
Donations	\$ 604.41	\$ -	\$ 6.00	\$ 4,087.92	\$ -	\$ -	\$ -	\$ 4,698.33
Memberships	670.00	-	-	-	-	-	-	670.00
Program Revenue	1,310.08	260.00	-	-	2,630.00	-	-	4,200.08
Grants	-	-	-	-	-	7,902.00	23,897.50	31,799.50
Interest Income	-	-	-	-	-	-	-	-
TOTAL INCOME	<u>2,584.49</u>	<u>260.00</u>	<u>6.00</u>	<u>4,087.92</u>	<u>2,630.00</u>	<u>7,902.00</u>	<u>23,897.50</u>	<u>41,367.91</u>
Administration:								
Director Salary & Benefits	11,139.42	-	-	-	-	4,075.00	2,843.75	18,058.17
Payroll Taxes	6,247.55	-	-	-	-	-	-	# 6,247.55
Trainers & Leaders	-	-	-	-	-	-	-	-
Insurance	-	-	-	-	-	-	-	-
Office & Computer	886.18	-	-	-	-	-	-	886.18
Travel & Mileage	874.09	-	-	-	-	-	-	874.09
Legal & Professional Fees	1,237.31	-	-	-	-	-	-	1,237.31
Education, Training, Meeting	715.98	-	-	-	-	-	-	715.98

Memberships & Advertising	<u>403.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>403.00</u>
TOTAL ADMINISTRATION	<u>21,503.53</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,075.00</u>	<u>2,843.75</u>	<u>28,422.28</u>
Program Expense:								
Labor	-	-	-	-	250.00	2,500.00	-	2,750.00
General	-	-	-	20.00	-	1,233.51	246.26	1,499.77
Scholarship	-	-	400.00	-	-	-	-	400.00
Grants Paid	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL PROGRAM	<u>-</u>	<u>-</u>	<u>400.00</u>	<u>20.00</u>	<u>250.00</u>	<u>3,733.51</u>	<u>246.26</u>	<u>4,649.77</u>
TOTAL EXPENSES	<u>21,503.53</u>	<u>-</u>	<u>400.00</u>	<u>20.00</u>	<u>250.00</u>	<u>7,808.51</u>	<u>3,090.01</u>	<u>33,072.05</u>
CHANGE IN NET ASSETS	<u>\$ (18,919.04)</u>	<u>\$ 260.00</u>	<u>\$ (394.00)</u>	<u>\$ 4,067.92</u>	<u>\$ 2,380.00</u>	<u>\$ 93.49</u>	<u>\$ 20,807.49</u>	<u>\$ 8,295.86</u>