

ICEC 2018 Annual Meeting Minutes

Friday, February 2, 2018

11:15 AM

Jester Park Lodge

Granger, IA

Attendance:

Lora Kanning, Lisa Ralls, Mary Bulger, Clay Steele, Stephanie Shepherd, Barb Gigar, Brianne Blom, Michael Maas, Lilly Jensen, Jen Meyer, Alicia Vasto, Emily Klein, Mike Krebill

Meeting was called to order by Emily Klein at 11:40 AM.

Approvals

1. Annual Meeting Agenda
 - a. Alicia Vasto added information about ICEC's new fund to the "Updates" portion of the agenda.
 - b. Jen Meyers moved to approve the agenda with the addition.
 - c. Michael Maas seconded.
 - d. Motion passed unanimously.
2. 2017 Annual Meeting Minutes
 - a. Jen Meyers moved to approve the minutes from the 2017 Annual Meeting.
 - b. Barb Gigar seconded.
 - c. Motion passed unanimously.
3. Clear responses from ExCom SurveyMonkey election (i.e. destroying the results)
 - a. Mike Krebill moved to clear the results of the Executive Committee election.
 - b. Lilly Jensen seconded.
 - c. Motion passed unanimously.

Introduction of new ExCom members

Lilly Jensen with Winneshiek County Conservation and Mary Bulger with Iowa County Conservation are new to the Executive Committee. They introduced themselves and were welcomed by the membership. Beth Martin was reelected to a position on the Executive Committee.

Reports

1. Treasurer's report
 - a. Review 2017-18 Budget
 - i. Alicia explained the changes to how ICEC's finances are being reported by the new accountant. Report did not reflect first REAP CEP check that was deposited in January, as well as a large donation that was deposited in January.
 - b. Approve 2018-19 Budget
 - i. Alicia explained the budget proposal for FY19.
 - ii. Barb Gigar suggested holding smaller workshops for graduate and certification renewal credits in partnership with the DNR to raise funds for ICEC and increase membership.
 - iii. Mike Krebill suggested increasing scholarship funds to help more attendees with the cost of workshops. Alicia explained the difference in ICEC's

scholarship fund and scholarships that were set aside at each Winter Workshop that were provided by REAP CEP. Also mentioned finding more sponsorships for workshops to help alleviate costs.

- iv. Barb Gigar moved to approve the FY19 budget.
- v. Mary Bulger seconded.
- vi. Motioned passed unanimously.

Updates to Membership

1. Resource Enhancement and Protection Conservation Education Program (REAP-CEP) grants
 - a. REAP-CEP grant 15-17 Integrating Best Practices in Conservation Education in partnership with Iowa DNR (WILD / KinderNature grant) – closed April 2017
 - b. REAP-CEP grant 17-10 Spreading Our Wings with Science Standards – closed August 2017
 - c. REAP CEP 18-19 Connecting to Iowa Core: Authentic Iowa Wildlife and Natural Resources Data for the Classroom – just started, will run through 2018.
2. Iowa Environmental Council Lobby Day at the Capitol on March 22, 2018
3. North American Association for Environmental Education (NAAEE) Annual Conference – October 10-13, 2018 in Spokane, WA
4. Big Trees Innovation Fund – in light of the passing of Duane Toomsen in November 2017, ExCom decided to start up a new fund to honor ICEC's leaders while creating opportunity for the future. The fund will launch in 2018 with more information coming soon. We hope you support the creation of the new fund!

Meeting was adjourned at 12:00 PM.

IOWA CONSERVATION EDUCATION COALITION, INC
BUDGET TO DATE - STATEMENT OF CHANGES IN NET ASSETS
For the fiscal year ended March 31, 2019
To date November 30, 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	\$ 606.41	\$ -	\$ 6.00	\$ 4,087.92	\$ -	\$ -	\$ -	\$ 4,700.33
Memberships	1,110.00	-	-	-	-	-	-	1,110.00
Program Revenue	2,280.96	260.00	-	-	2,960.00	-	-	5,500.96
Grants	-	-	-	-	-	7,902.00	23,897.50	31,799.50
Interest Income	-	-	-	-	-	-	-	-
TOTAL INCOME	<u>3,997.37</u>	<u>260.00</u>	<u>6.00</u>	<u>4,087.92</u>	<u>2,960.00</u>	<u>7,902.00</u>	<u>23,897.50</u>	<u>43,110.79</u>
Administration:								
Director Salary & Benefits	12,091.34	-	-	-	-	4,200.00	4,418.75	20,710.09
Payroll Taxes	6,691.70	-	-	-	-	-	-	6,691.70
Trainers & Leaders	-	-	-	-	-	-	-	-
Insurance	1,919.00	-	-	-	-	-	-	1,919.00
Office & Computer	1,225.17	-	-	-	-	-	-	1,225.17
Travel & Mileage	986.10	-	-	-	-	-	-	986.10
Legal & Professional Fees	1,237.31	-	-	-	-	-	-	1,237.31
Education, Training, Meeting	715.98	-	-	-	-	-	-	715.98

Memberships & Advertising	<u>452.00</u>	-	-	-	-	-	-	<u>452.00</u>
TOTAL ADMINISTRATION	<u>25,318.60</u>	-	-	-	-	<u>4,200.00</u>	<u>4,418.75</u>	<u>33,937.35</u>
Program Expense:								
Labor	-	-	-	-	250.00	2,500.00	-	2,750.00
General	-	-	-	500.72	-	1,763.51	399.86	2,664.09
Scholarship	-	-	400.00	-	-	-	-	400.00
Grants Paid	-	-	-	-	-	-	-	-
TOTAL PROGRAM	-	-	<u>400.00</u>	<u>500.72</u>	<u>250.00</u>	<u>4,263.51</u>	<u>399.86</u>	<u>5,814.09</u>
TOTAL EXPENSES	<u>25,318.60</u>	-	<u>400.00</u>	<u>500.72</u>	<u>250.00</u>	<u>8,463.51</u>	<u>4,818.61</u>	<u>39,751.44</u>
CHANGE IN NET ASSETS	<u>\$ (21,321.23)</u>	<u>\$ 260.00</u>	<u>\$ (394.00)</u>	<u>\$ 3,587.20</u>	<u>\$ 2,710.00</u>	<u>\$ (561.51)</u>	<u>\$ 19,078.89</u>	<u>\$ 3,359.35</u>

This financial statement of Iowa Conservation Education Coalition, Inc., was not subjected an audit, review, or compilation engagement by us and accordingly

we do not express an opinion or a conclusion, nor provide any assurance on them.

IOWA CONSERVATION EDUCATION COALITION, INC
PROJECTED BUDGET - STATEMENT OF CHANGES IN NET ASSETS
For the fiscal year ended March 31, 2020

	<u>UNRESTRICTED FUNDS</u>			<u>RESTRICTED FUNDS</u>				TOTAL
	General	Winter Workshop	Scholarship Fund	Big Trees Fund	Wild Resources	REAP CEP 19-04	REAP CEP 19-13	
Income:								
Donations	\$ 4,000.00	\$ 2,500.00	\$ 200.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 7,700.00
Memberships	4,000.00	-	-	-	-	-	-	4,000.00
Program Revenue	4,000.00	9,000.00	1,000.00	-	2,000.00	-	-	16,000.00
Grants	5,000.00	-	-	-	-	23,897.50	9,695.40	38,592.90
Interest Income	<u>85.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>85.00</u>
TOTAL INCOME	<u>17,085.00</u>	<u>11,500.00</u>	<u>1,200.00</u>	<u>1,000.00</u>	<u>2,000.00</u>	<u>23,897.50</u>	<u>9,695.40</u>	<u>66,377.90</u>
Administration:								
Director Salary & Benefits	16,250.00	-	-	-	-	18,750.00	5,000.00	40,000.00
Trainers & Leaders	-	-	-	-	-	-	-	-
Insurance	1,919.00	-	-	-	-	-	-	1,919.00
Office & Computer	1,000.00	-	-	-	-	-	-	1,000.00
Travel & Mileage	650.00	-	-	-	-	-	-	650.00
Legal & Professional Fees	1,700.00	-	-	-	-	-	-	1,700.00
Education, Training, Meeting	1,000.00	-	-	-	-	-	-	1,000.00
Memberships & Advertising	<u>1,378.80</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,378.80</u>

TOTAL ADMINISTRATION	<u>23,897.80</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>18,750.00</u>	<u>5,000.00</u>	<u>47,647.80</u>
Program Expense:								
Labor	-	-	-	-	600.00	1,250.00	2,500.00	4,350.00
General	-	4,500.00	-	1,000.00	500.00	1,725.00	1,314.00	9,039.00
Scholarship	-	-	1,200.00	-	-	-	-	1,200.00
Grants Paid	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL PROGRAM	<u>-</u>	<u>4,500.00</u>	<u>1,200.00</u>	<u>1,000.00</u>	<u>1,100.00</u>	<u>2,975.00</u>	<u>3,814.00</u>	<u>14,589.00</u>
TOTAL EXPENSES	<u>23,897.80</u>	<u>4,500.00</u>	<u>1,200.00</u>	<u>1,000.00</u>	<u>1,100.00</u>	<u>21,725.00</u>	<u>8,814.00</u>	<u>62,236.80</u>
CHANGE IN NET ASSETS	<u>\$ 187.20</u>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 900.00</u>	<u>\$ 2,172.50</u>	<u>\$ 881.40</u>	<u>\$ 4,141.10</u>