

ICEC Executive Committee Meeting Minutes

8 December 2021

4:00 p.m.

Via Zoom Conference Call

Co-Chair Tony Vorwald called the meeting to order at 4:00 PM. Tony welcomed incoming ExCom members to the meeting.

Attending:			
Louis Beck, Sec'y	x	<i>Ex Officio:</i>	
Dave Conrads	x	Craig Edmondson	
Barb Gigar, Treasurer	x	Jerry Neppel	x
Lilly Jensen, Co-Chair	x	<i>Guests:</i>	
Tiffany Morgan	x	<i>Contractor:</i> Linette Bernard	x
Ted Neal	x	Kean Roberts	x
Kelly Schott	x	Peg Steffen	x
Tony Vorwald, Co-Chair	x	Kyla Burns	x

Action Items

1. Approval of Agenda: Ted Neal moved to approve the agenda. Lilly Jensen seconded the motion. The motion passed.
2. Approval of Minutes: Lilly Jensen moved to approve the minutes from 13 October 2021. Ted Neal seconded the motion. The motion passed.
3. Treasurer's Report Review: Barb Gigar reviewed the financials of the General Fund and the Midwest Environmental Education Conference (MEEC) accounts. She reported there was still one outstanding transaction from MEEC to be reconciled. The board directed Linette Bernard to transfer funds from the MEEC account to the general fund.

Discussion Items

1. Draft FY2022 budget: Barb Gigar presented an outline of a proposed FY2022 budget. Following brief discussion, it was decided to finalize the new budget at the 12 January 2022 Executive Committee meeting.
2. Winter Workshop and Annual Meeting: The event is scheduled for 12 February 2022 at the University of Iowa (UI) campus in Iowa City. Registration is now open and ExCom members do need to register for the event. Co-organizer Ted Neal reported that nearly all speakers and program session leaders have been finalized. A link to the program is posted on the ICEC website. UI has begun marketing the event as well. Food arrangements will be made once attendance numbers are firmed up. Registration numbers will also determine which UI facilities will be used for plenary speakers and sessions. There was discussion on whether ICEC could pursue sponsor for various events and meals, recognizing UI's considerable in-kind sponsorship. Dave Conrads agreed to contact UI staff to see if sponsorship solicitation would be permitted.
 - a. REAP-CEP grant: An additional activity planned to be integrated into the Winter Workshop is a case study program promoting change to mitigate and respond to climate change, first proposed at the October ExCom meeting. Lilly Jensen and Barb Gigar prepared a grant proposal to REAP-CEP to make this happen. Lilly Jensen reported that their proposal did not score well and may only receive partial funding in which case it will not be pursued further.
3. PEEPs Update: Tony Vorwald summarized the Plains Environmental Education Partnership (PEEP) group's work from the virtual meeting held in November. Lilly Jensen, Barb Gigar, and Jerry Neppel also participated. He reported that a main priority of the ICEC organization will be ExCom board development. There will be further discussion on this at the ExCom meeting prior to the Winter Workshop/Annual Meeting in February. An in-person meeting is scheduled for March 2022 in Nebraska. It appears that additional funding to support PEEPs programming will continue to support the training.
4. One Gift Campaign: Jerry Neppel reported that there is a program called the "One Gift Program" which gives State of Iowa employees the opportunity to contribute to participating charitable agencies through payroll deduction. Organizations such as ICEC can become a recipient of these contributions by completing an application that will be accepted January 1-May 1. Jerry reported this could not only generate new funds but also market our organization. Organizations that receive contributions must file an annual report. Lilly Jensen moved that ICEC apply to be a recipient. Louis Beck seconded the motion. The motion passed.

Kelly Schott left the meeting at 4:37 PM

5. Complimentary Member Definition and Benefits: Linette Bernard discussed our current guidelines for ICEC Complimentary Memberships. She reported that currently these memberships do not include voting rights and are given to the Conservation Teacher of the Year recipients and other agencies/individuals who help the ICEC organization. Linette suggested changes are needed to the ICEC's Policies and Procedures to clarify this item. Tony Vorwald volunteered to chair a committee to draft changes and report back at the January ExCom meeting. Lilly Jensen, Barb Gigar, and Ted Neal agreed to serve on the committee.

Updates

1. ExCom election: All three newly elected nominees for ExCom membership were present for the 8 December 2021 ExCom Zoom meeting. This included Kean Roberts, Kyla Burns, and Peg Steffen. Linette agreed to arrange an orientation with them via Zoom sometime between the January ExCom meeting and the Annual Meeting on 12 February 2022.
2. NAAEE Fundraising Planning Group: Jerry Neppel had nothing new to report.
3. NAAEE Affiliate Network 2.0: Nothing to report
4. NAAEE Affiliate Network DEI Working Group: Tiffany Morgan reported there were no new updates.
5. Mary Bulger resignation: Tony Vorwald reported that ICEC member Mary Bulger has officially resigned from the ICEC ExCom board as of 14 October 2021.

Informational:

1. Tiffany Morgan agreed to manage the ICEC Twitter account as a marketing tool.
2. Election of ExCom officers will take place at the 12 January 2022 meeting.
3. Ted Neal requested Winter Workshop registration numbers in early January for meal and facility planning.

Co-Chair Tony Vorwald adjourned the meeting t 4:52 PM.

Next meeting at 4:00 p.m. via Zoom: 12 January2022

Please add the above dates to your calendar. LB will share a calendar invite for the next meeting after the conclusion of one. The Zoom links are all different.