

, , California Association for Environmental and Outdoor Education (AEOE)

Board Meeting Minutes January 9, 2020

Type of Meeting: Computer Conference via Zoom

Time: 7:00pm

Attendees: Katie Andersen, Andrew Boyd-Goodrich, Leah Callan, Tom Drake, Sarah Foglesong, Angie Kemsley, Kat Montgomery, Kelly Prendiville, Reed Schneider (Presiding Officer,) Tracey Weiss, and Estrella Risinger (Executive Director), Ryan Mayeda (joined at 7:44pm)

Absent: Nathan Taxel

1. **Approval of Dec Meeting Minutes (5')** - Katie Motions, Kat 2nd, Approved Unanimously.
2. **Committee discussions (25')**: committee leads, be prepared to share questions or discussion points with the full board that will help push your work ahead / all to review updates in preparation for the meeting and come with questions - [reports can be found here](#)
 - a. Finance
 - i. [Business Authorization](#)
 1. Andrew moves to accept the resolution, Tracey 2nds. Motion carries unanimously.
 - ii. Question: Do we ever do an actual vs. budgeted for events? Is it something we want to do?
 1. Finance Chair and Board Chair recommend the practice, as we need to have info on the return on investment
 2. Next step: build a tool to do this
 - iii. Taxes being filed soon. Estrella and Andrew met with bookkeeper today
 - b. Governance and Nominations
 - i. Continuing to have conversations with current board members whose terms are ending, and discussing what to do with board members who are currently out of state.
 - c. Conferences
 - i. Question: Who's being explored as possible keynote/entertainment?
 1. Need: band/entertainment. Requesting help
 2. Keynote: Panel instead of one person. Angie reached out to Robb to help build, Estrella has some contacts as well in the SoCal range.
 3. Registration should be live by beginning of next week
 4. Pre-Conference workshop with Solar Schoolhouse in negotiation
 - d. Communications
 - i. Winter Newsletter (coming soon!)

- ii. Consider having a volunteer posting on social media on AEOE's behalf (with guidance.)
 - e. Membership
 - i. Sarah shared a comparison chart of membership numbers from 2017 to present.
 - ii. Membership is looking at a tier system for Institutional Memberships. Committee hopes to create a resolution to bring to board soon.
 - f. Professional Development/EOSM
 - i. Question: Who should we outreach to outside of our membership for upcoming workshops?
 - 1. Zoos, Museums, Park districts Nature Centers, Audubon (especially for ECE)
 - 2. SEL- ACA camps, Western Association of Independent Camps
 - 3. California Association for the Education of Young Children (for ECE workshop)
 - ii. BEETLES will be contributing some workshops to the SEL summit
 - iii. November 2020 EOSM Retreat dates are confirmed (November 14-15) and contract at Camp Ocean Pines has been signed by Estrella.
 - g. Awards
 - i. Howard Bell nominations end on Jan. 31. Please spread the word.
 - ii. Organization of the Year nomination form will be included in the upcoming Winter Newsletter. Nominations will remain open until further notice. Please help spread the word.
 - h. Executive Director
 - i. Goal: Bring questions to committee chairs & chairs bring questions to the group to move work forward.
- 3. **Steve's HR Project (5')** - Estrella
 - a. *Description: For the applied project, students will engage with a local nonprofit to provide consulting services related to strategic human resource management. Students work with the nonprofit to understand their needs and design a responsive project. Examples from the past include producing a personnel policy manual, strategic human resource management plan, a volunteer management manual, or a comparable HR-related document/product for the client organization.*
 - b. Goal: Brainstorm, determine yay/nay
 - i. Volunteer manual/descriptions are something folks have an interest in because we don't really have that for anything other than conferences.
 - ii. We also need a system to identify needs and recruit volunteers
- 4. **Lactation Policy (5')** - Tracey
 - a. Goal: Approve
 - i. Tracey motions to accept the lactation policy as presented. Andrew 2nd. Motion carries unanimously.
- 5. **Executive session (10')** - Tracey

- a. Tom motions for executive session to begin. Reed 2nds. Unanimously approved by board at 8:29pm
 - b. Executive session ended at 8:45 pm
6. Meeting ended at 8:45 pm

Read by: AK, RM, LC, AB-G, ER, KP, KM, TW, SF, RS, ER, NT