

# AEOE Northern Section Board Meeting

**Fall Campout Conference - October 15, 1995**

**Andrew Molera SP**

Call to order by Bill Hunt at 9:00 am at Andrew Molera State Park, Big Sur.

**Board members present:** Chair - Bill Hunt, Chair elect - Dean Thompson, Treasurer - Mark McReynolds, Secretary - Pamela Craig, Newsletter - Matt Jacobson, Activities Director - Dave Poarch. Membership - Dan Allison was not present.

**Visitors who signed the role:** Cindy Spiva, David Craig, David Berman, Carolina, Stu Branoff, Rachel Hitchcock, Larisa Pierson, Andre McCabe, Kim Taylor, Shani Nelson, Angie Maxson, Kristen Lindstrom, Julie Totaro, Vince Giannini, Tammara Stolzenhaller, Ryan Channel, Alex McCrohen, Carrie Emarine, Paul Nettles, Dan Webster, Heidi Leyton, John Heilman, William Taylor, Colly Adams, Michael Raffaelli, Ray Cramer, Tom Evans, Ron Kupka, John Conant, Bianca Schmit, Sarah Powell, Keely Maxwell, Walter Tynan, Paul Miller, Kate Mahon, Lisa Curnett.

**Review of minutes:** Mark McReynolds approved minutes for March 1995, Dan Thompson seconded.

**Additional Topics:** Pamela Craig presented each board member with a binder which included Minutes from the past four meetings, a copy of their board meeting responsibilities according to Robert's Rules of Order, and a section for Northern and Southern Newsletters. It was also requested that they include a write-up of their job responsibilities and helpful hints for the incoming recipient. The binders should be with them at every board meeting. At the end of their term the binder needs to be passed on to the incoming board member. An updated list of addresses and phone numbers of board members is needed for each board member. Pamela Craig will do this.

**Treasurer Report:** Mark McReynolds presented the board and visitors with a graph displaying AEOE's account history starting from August 1994. He also presented to the secretary a detailed account history of AEOE starting with August 1994. This will be included in the Secretary binder. The current balance, before the 1995 Fall Conference, is \$6,907.09. The 95 Fall Conference is estimated to make a profit of approximately \$100.00. Dean Thompson approved the budget and Dave Poarch seconded.

**Overhead costs:** Visitors and board members were reminded that, though it appears AEOE has a large balance, the Spring Conference is very expensive to run and in AEOE's history it has made little to no profit or has cost money. Mark informed the board and visitors that pre-conference costs are approximately \$2000. The total conference cost was \$9,589.79.

**Membership Fee:** It was discussed and a decision made by an overwhelming majority vote not to raise membership fees. Dean Thompson moved to not raise fees, but instead

to tighten costs. Dave Poarch seconded.

**Further cost discussion to decrease spending:** Tighten up collection of membership fees. Decrease quantity of newsletters being sent out with each mailing. Ideas discussed were mailing out one newsletter to each school rather than every individual member at that school. One of the main benefits of being a member is receiving these newsletters. Possibly include a tab in the newsletter (or membership form) that recipient can send back to Dan if they prefer to have their own newsletter or a staff newsletter and if there is an address change. Carolina volunteered to help Dan Allison with the mailing list.

**Membership Report:** Dan Allison was not present to give an updated count. Pamela Craig referred to minutes to inform board and visitors that at last count, before the Spring Conference, membership was "130 plus." Dan Allison was contacted on Monday October 16 for a current membership count. Before the Fall Conference there were 69 regular members, 11 students and retired, 9 life, and 45 complimentary mailings.

**Fall Conference:** Dean Thompson received an overwhelming "Yes" from visitors and board that Andrew Molera is a good place for a Fall Campout.

**Size of campouts and conferences:** Dean Thompson informed all that our campout and conferences are getting very large. This fall campout had 120 participants and the site was only held for 75. The last Spring Conference had 250 participants. There were more people who wanted to participate in both but were turned away due to lack of space. Large sites are needed to accommodate our growing conference needs. Large possible sites for the 1997 Spring Conference suggested by visitors and board were: Jones Gulch, Walker Creek, SCICON, Woodleaf, and Mission Springs.

**Necessity of conference committee:** David Craig brought up the point that a large part of AEOE is putting on conferences, and therefore, a large responsibility of the board is to be the conference committee. Dean informed visitors and board that committees such as registration, workshops, food, voting, parking and evening activities need to be formed because putting on a conference is such a large responsibility. A sign up sheet was sent around for visitors to write their name and number if they would be interested in being on a committee for the 1997 Spring Conference. Nine people signed up on the list: Cindy Spiva, Autumn Higgs, Vince Giannini, Dan Webster, Dave Craig, Mark McReynolds, Tom Evans, Ray Cramer, Kim Taylor, and Angie Maxson. The list will be sent on to Dean Thompson.

**Nametags at conferences:** Bring your own. Dean Thompson suggested that everyone bring their own nametags since we all wear them for work anyway. Bill Hunt suggested that each site design a nametag that distinguishes their teachers with their school and at the conferences have a nametag contest.

**Activity Committee:** David Poarch suggested Grey Whale watching at Pt. Reyes. Visitors and board showed interest. David Berman, from Ocean Song, volunteered to help Dave Poarch organize this activity. Bill Hunt said he would like to establish a Master Frisbee Golf Tournament at his site.

**Newsletter:** Matt Jacobson gave out his address PO Box 44, Loma Mar CA 94021. He encouraged all to send in to him articles and ideas that they would like to see published.

***Reimbursement for time to Newsletter Board Member:*** Mark McReynolds suggested Newsletter board member be reimbursed for the time that is put into this publication. It was decided that Newsletter would receive \$100.00 per newsletter, up to four newsletters per year. Board voted and approved. Dean Thompson seconded.

***Spring Conference:*** 1996 Spring Conference will be April 19-21, in San Diego at Palomar Mt. Call George Stratman if you want to help. His number is (619) 486-9113. Dave Craig is interested in arranging group transportation. He announced that leaving from a central place like Oakland International Airport, 1-1/2 to 2 hour flight to San Diego, is approximately \$90.00 with a minimum of 10 participants and a maximum of 20. \$188.00 deposit due by November 29 with the balance due by March 5. A charter bus, approximately 10 hour drive, is \$2300, approximately \$60.00 per person if 40 people go. Amtrak and Green Tortoise were also suggested. Kate Mahon from San Diego informed Dave that San Diego has their own buses and something may be worked out with them to pick participants up at the airport. Bill Hunt said he would talk to George about picking people up. Pamela Craig spoke with George on Tuesday, after the campout, he is very willing to arrange an airport pickup. Dave Craig had a show of hands to see if group transportation is of interest to anyone. Many hands were raised so he will pursue this further. Dave Craig can be reached at Foothill Horizons Outdoor School (209) 532-6673.

***Board Member Nominations:*** A discussion took place to have nominations in the fall and have the new chair take over in the spring. Mark McReynolds motioned that we move toward the goal of having elections in the fall, Dean Thompson seconded. After further discussion about voting procedures it became clear that voting in the fall would not be possible because many members have not returned from their summer breaks. Matt Jacobson moved that we drop the decision to move elections to the fall, Dave Poarch seconded.

Discussion took place regarding the need for a nominations committee. This committee needs to accept nominations, check with the person nominated to find out if they truly want to be nominated, get a review of the nominee in the newsletter, count the ballots, and deal with other election issues as they develop. Celeste Kleinfelder volunteered to be on the nomination committee, Lisa Curnett volunteered to also be on this committee. Discussion took place to have voting done by mail, this would allow the members who were not able to attend the Spring Conference also have a vote in elections. Dean Thompson moved that voting be done by mail. Matt Jacobson seconded. It was decided that voting procedure would be as follows:

***Procedure for receiving nominations:*** Call for nominations will be in the fall newsletter along with Fall Campout registration. Nominations will be accepted until the postmark date of February 15. This will give plenty of time for AEOE members to send in their nominations and give the AEOE board time at the BAEER Fair board meeting to assess that positions are receiving nominations.

***Procedure for voting:*** Ballots and informational write ups about the candidates will be included in the winter newsletter along with the Spring Conference registration. Actual

voting can be by mail or at the Spring Conference. Deadline for voting at the Spring Conference will be Saturday midnight (a postmarked deadline still needs to be set for mail in ballots).

***Procedure for announcing winners:*** Announcement of candidates voted into office will be announced at the Spring Conference Sunday breakfast and through the post Spring Conference (summer) newsletter.

Lisa and Celeste, of the Nominations Committee, will design the call for nominations form and get it to Matt Jacobson the Newsletter Chair. Pamela Craig will send a list of board openings to the Nomination Committee.

While writing these minutes Pamela Craig found these guidelines for elections in the Articles of Incorporation:

#### *ARTICLE VIII - SECTIONS OF AEOE*

*Section G. Each Section shall have a nominating committee of three members in good standing. Recommendations for the committee would be the immediate Past-Chairperson and two members not on the current Section Board. A nominating committee shall be appointed by the Section Chairperson at least 90 days prior to the annual Spring conference.*

*Section H. The nominating committee shall be charged with the duty of presenting candidates for the office of Chairperson-Elect, Secretary and Treasurer. All nominees must accept the nomination before being presented for office. The write-in vote of additional candidates is permissible, with the candidates consent.*

*Section I. Information regarding candidates shall be provided to the membership prior to the election, usually by newsletter.*

*Section J. Chairpersons elected each year may not serve more than two consecutive years if re-elected.*

*Section K. The positions of Treasurer and Secretary can be appointments made by the Section Chairperson or elected by ballot.*

**BAEER Fair:** Dean Thompson and Dan Webster volunteered to help Dan Allison with the AEOE BAEER Fair booth. Pamela Craig, on Monday October 16th, called Dan Allison to confirm if he will be responsible for the AEOE BAEER Fair booth. Dan Allison said he will be responsible for the BAEER Fair booth. Those interested in attending the AEOE board meeting can go to the AEOE booth and find out the time and location of the meeting. Mark McReynolds will let Dan Allison know where and when the AEOE BAEER Fair board meeting will be.

**NAAEE:** NAAEE North American Association for Environmental Education will be having its annual conference in San Francisco. The board has chosen to discuss this agenda at the Spring Conference. While writing these minutes I called NAAEE. The convention is November 1-5, 1996 in Burlingame. The address for NAAEE is PO Box 400, Troy OH 45373 (513) 676-2514. Lori Mann of Coyote Point is the Program Director for the conference and can be reached at (415) 342-7755.

**Group Insurance Through AEOE:** Bill Hunt stated that he has been looking into the possibility of group insurance for AEOE members and wanted to see if there was an interest of the board and AEOE members for him to pursue this further. Bill informed board and visitors that to have group insurance we will need to include northern and southern members. Bill asked board and visitors if they felt this was worth his time to pursue. There was an overwhelming response from the board and the 35 plus visitors for Bill to pursue group insurance for AEOE members. Bill stated that he will discuss the idea with George Stratman, Chair of the Southern AEOE board, and publish information about the group insurance in the Spring AEOE Newsletter.

### **New Business:**

Lisa Curnett asked what is the purpose of AEOE? Pamela Craig read to the board and the visitors:

#### *ARTICLE II - PURPOSE*

*AEOE is dedicated to the education of children and to helping them increase their awareness and understanding of their natural environment. This organization believes in the potential of education to help children perceive and understand environmental principles and problems.*

*We encourage carefully-planned and sustained programs of formal and nonformal education. By exploring personal values and providing involvement based on student perceptions, interests and competence, we seek the development of a personal ethic appropriate to the enhancement of environmental quality.*

*To this end, we continuously support educators in their quest for the skills, attitudes and materials so essential to help learners know and care about their environment.*

It was suggested by Pamela Craig that this purpose be published in every newsletter.

Tom Evans asked how is it possible to get a new business sooner so people do not need to sit through the entire AEOE board meeting. Mark McReynolds stated that old business needs to be complete before taking on the new.

It was discussed by the board and visitors to have a brainstorming workshop after dinner at the Spring Conference to discuss new business and concerns members have. At the end of the brainstorming workshop those who participated will decide what they

actually want to add to the new business portion of the board meeting and inform Bill Hunt that they want it on the board meeting agenda.

10:55 Ray Cramer moved that the meeting be adjourned. Mark McReynolds seconded.

**Next meeting:** January 13, 1996 at or near the BAEER Fair. Check the AEOE BAEER Fair booth for time and place or call Mark McReynolds.

Next meeting suggested agenda needs to include: attendance, review of minutes, Treasurer report, Membership report, Activity Committee, Spring Conference 96 including board meeting times and brainstorming and direction sessions, Election Committee and elections, Fall Campout 96, Spring Conference 97, newsletter publishing schedules, BAEER Fair, NAAEE, group insurance through AEOE, new business.

Submitted by Pamela Craig, Secretary

/signed/ Pamela Craig

Date 10/23/95