

**RIEEA Board Meeting
Minutes
Tuesday, November 4, 2014**

Board Members Present: April Alex, Rupa Data, Reada Evans, Rachel Holbert, Shareen Knowlton, Bridget Prescott, Jim Murphy, Lauren Parmelee, Samantha Polon, Denise Poyer, Nicole Souza, Andrea Stein, Kristen Swanberg,

Other Participants: Jeanine Silversmith (RIEEA Coordinator), Molly Allen, Wendy Fachon, Laurita Moscatelli

Site: Providence Children's Museum, Providence, RI.

Welcome/Introductions: Cathy Saunders, Director, gave information about the Children's Museum.

Approval of Meeting Minutes: October 2014 Meeting Minutes approved

Treasurer's Report: \$9,108. Wrote one check to pay Jeanine, and received one new membership.

Professional Development Committee update: Engaging Girls in STEM program on Dec. 8. Will be using Wufoo for registration, which costs 2.9% plus \$.30 for each transaction. Committee is looking for new workshop topics. They will be meeting shortly. Still have scholarship money for other professional development opportunities.

Website & Social Media update: Make sure when you post or click like you make sure you are doing so as your organization or yourself. Administrators may remove post or like if it comes out as "RIEEA". Jeanine has master list of administrators. Website is paid for the next two years. Committee will be meeting soon.

ELP update: Follow up meeting with DOE, Joe DaSilva, three construction projects going on that could use the approved providers to write an EE plan. Joe has money in his budget.

Environmental Literacy Assessment Project: During a conference call with Johnny Frasier, professional evaluator, he suggested that we do a two day workshop to pull together an advisory panel of all stakeholders to develop the program and definitions of environmental literacy. He is developing a proposal to facilitate this workshop and develop evaluation process.

Green Ribbon Schools: Jeanine contacted several schools that are interested in applying: Central Falls, as a district; Met East Bay, Guiteras School, Scituate School, Central High School, and Providence Country Day. This many mean we will have a public school, private school, and school district applying.

Annual Meeting: Decided to move it to January because the cost of caterer is fairly high. Shareen suggested we could still use the space and free admission to thank the volunteers who are working on the Flower Show.

For the new date we will shoot for week of January 12, 2015. Potential site options: Botanical Center – Shareen will check with Chuck to see what dates he is available to speak; and Joe to book it. Other site option is RIC, which can give us space for free with plenty of parking. Would need to use RIC catering for food.

Need someone to run raffle program.

Have organizations bring displays.

Nominating committee: Jeannine, Bridgette, and Wendy.

Meeting sites for next year: Agreed to do the meetings at different sites, as we have done for the past two years. Denise will organize. Send suggestions to her, including sites you want to go back to. We will need the space from 9 am to 11 am to include ½ hour of Coffee and Conversations.

Flower Show happenings:

- April and US F&W has agreed to take on pallet house. It will live at Kettle Pond Visitor's Center after show. Ian's contact will create engineering design. He will check on building inspection requirements. Pallets available from Zoo's program.
- Andrea will provide pallets for benches, which RIC will build.
- Audubon is already building bird houses.
- Vertical garden and pot person are being done by Zoo.
- Joe Novak will develop draft budget. He has a plan to secure all hardy plants soon. Next step is to repot smaller plants. He will need one or two volunteer days in Dec. In January there will be some need for regular plant care.
- Jeanine will create draft budget once we have Joe's budget. Flower show will give us a check in Dec, Jan, and Feb.

Kickstarter: Jeanine presented the program, including rewards. Suggested we add a QR code so we can print it on postcards. Advertising will direct folks to RIEEA website with link to Kickstarter. We could also add stretch goals to encourage more giving. It will be launched by tomorrow.

Ian created a model of the garden. It will go to the Sustainable School Summit and RIEEA Annual Meeting. We can add Kickstarter postcards and signup for Flower Show. Also advertise PD.

Garden Gates: Applications are in the newsletter and on website. The gates will be visible on both sides, so design needs to take that into account. RIEEEA will have separate format to display our information. Shareen will see if Chuck could give out an award for show design for best vignette.

Show is asking RIEEA to provide 12 tickets from 6 organizations to give away to media outlets to help advertise the Flower Show. It will also highlight RIEEA.

School Engagement Piece: Grades 5 through 8 can compete in the Design Contest for Dream Outdoor Classroom. First prize will be \$500 from RI Garden Center. Design workshop will be Dec. 2 at Zoo. Help spread info to teachers. RIDE has agreed to send flyer to all teachers. Info will also be posted on RIEEA website.

Kids Zone Area (5th floor) : two options – one hour presentation or space for on-going exploration. Signups going well, but space still available. Schedule will be posted on Flower Show program and announced during the show.

Other:

- Sustainable School Summit Nov. 7. Registration still open.
- RI Natural Awakenings mag came out with article on Citizen Scientist, includes a number of RIEEA org.

Next meeting – December 9, 2014 at Museum of Natural History at Roger Williams Park