

RIEEA Board Meeting

February 14, 2017

Meeting Minutes

Board Members Present: Elisabeth Bux, April Alix, Jim Murphy, Elisabeth Bux, Kelly Shea, Andrea Stein, Rachel Holbert, Denise Poyer, Lauren Parmelee, Reada Evans, Bridget Prescott

Other Participants: Jeanine Silversmith, Matt Schenck, Amanda Baez

Location: Norman Bird Sanctuary, Middletown, RI

Approval of January Meeting Minutes: Unanimously approved.

Treasurer's Report (Bridget)

- Revenue- \$68,409 from grants and annual meeting sign ups
- Expenses- \$609.63 from ELP Coordinator, annual meeting and PayPal
- End of Jan in account we have \$76,158.45

Membership Update (Jeanine) – new and renewing members coming in with annual meeting registrations

Marketing and communications:

- Proposed scope of work for the website has been sent to Lisa and Jenny at RIF.
- RIF funding for website is 12 months.
- We may wait to revamp website until we have Operation Manager, which will hopefully be by April.
- Lisa Work is ready to start when we are ready.
- Promotions on Facebook – using boost events –
 - Can be used to boost Annual Meeting, Flatbread Event, and Conferences etc. It costs \$5 - \$10 dollars per event.
 - There is \$100 in the budget.
 - Consensus by the board to give April discretion to spend (\$5 - \$10) on boosting depending on the event.

ELP

- RIDE has not responded about meeting about ELP and ESSA.
- February 22nd – ESSA meeting.
- States not clear on which ESSA aspects will be enforced given new DOE Secretary.
- Andrea and Lauren will keep going to the meetings and keep us informed and look for opportunities to be effective.

Groundwork RI EPA Grant

- No RFPs so far and due tomorrow.

- This timing is tough for organizations but hopeful that on the deadline will get some apps.
- Spring/Summer is expected to be a more appealing time for organizations

PLT

- Wheels to Woods – we’ve awarded two schools with grants to go to tree farms for field trips.
 - Waddington Elementary – 4th grade going to tree farm in Little Compton.
 - Spaziano Elementary - 4th grade going to Scituate High School, Shannon Donovan’s Environmental Science class will help us teach students.
 - Photo release forms
 - DEM helping to facilitate; PLT Facilitators invited as well.
 - Paul Dolan has been a great bridge between RIEEA, Tree farms and DEM
- March 30 -31 two day workshop covering topics of fundraising and marketing/promotion.
 - April, Sam, TeeJay and Jeanine going to NH – New London Inn
 - All expenses paid through MPI Grant.

NEEEA Updates

- Notes from last meeting
 - RIEEA will not pay 2016 (given lack of invoice in the appropriate timeframe) or 2017 dues.
 - Rachel and Sam committed to NEEEA and will continue as reps.
 - Rachel and Sam will decide how they work with NEEEA and if decide not to be in NEEEA we will not fill the positions.
- Rachel discussed NEEEA Meetings in January and February
 - Sam and Rachel were given 15 minutes to speak at which time they listed what concerns RIEEA has (things that have been discussed in RIEEA meeting in December), such as the exec committee concerns.
 - The conversation was recorded.
 - Rachel stated “We need for you to hear what we need to say. This organization is not working. Sam and I need to speak our minds before there is a NEEEA board discussion of these points.”
- After the conversation
 - 2017 Conference was tabled for this year.
 - Coleen O’Connell was elected VP, to work closely with the President
 - Cynthia Menard was reelected as President.
 - Olivia Griset from Maine was elected Treasurer, but subsequently resigned from the NEEEA board altogether.
 - There is still no treasurer.
- Reactions: some people were open and supportive; others not supportive and defensive.
- February and March there will be interim meetings before the April meeting.
- Presidents call (with state orgs presidents) is 2/15 at 11AM. It is unclear what direction it will take. Elisabeth not able to be there; Jim Murphy will be on that call. December board meeting list will be given to Jim with notes from Rachel.

- The draft letter from RIEEA to NEEEA will be sent to the RIEEA board for review. The board agreed that Rachel and Sam will decide when it will be shared with NEEEA.
- NEEEA Strategic Goals, drafted in 2015, were reviewed.
- Goals are strong but the implementation of these goals are not being accomplished.
- EPA Grants and Youth Grants have benefitted RIEEA, although RIEEA feels that we accomplish much without NEEEA.
- Denise and others feel that we have seen this pattern in the past and not confident that NEEEA as an organization has the systems to sustain.
- Important to keep the states in contact but is in a different capacity.
- Perhaps NEEEA served its purpose in the beginning bringing states together at a time when collaboration wasn't happening yet and opportunities for communication were limited and did not include social media, etc.

Thank you to Rachel and Sam for speaking up

2017 Budget

- Elisabeth discussed each line item.
- Scholarship fund will be set up as a separate account and budget. The PD Committee will have discretion to disburse funds.
- Suggested that we add \$600 to office supplies to include purchase of laptop, equipment, and software.
- Motion made to approve 2017 budget with addition of \$600. Motion passed unanimously.

Staffing

- Motion made to approve the Operations Manager Job Description. Passed unanimously.
- Suggested we add a line to the Project Manager job description that made it clear the goals to be accomplished under the initiatives is not the sole responsibility of the Project Manager. Instead they are to be accomplished with close cooperation of the RIEEA Board and Initiative Committees. Motion made to approve the Project Manager Job Description with correction. Passed unanimously.
- Process discussed on how to hire staff going forward.
 - Executive Committee will decide whether to post position, will interview candidates, and will select one to recommend to the full board to hire
 - The RIEEA board will vote to hire the candidate.
- We will need to revisit the RIEEA Bylaws to include hiring and managing staff.

Annual Meeting

- How many postcards for March 13?
- Agendas in document stands in the middle of the tables.
- Presenter will stay at special dorm room at RIC for \$50.

- Will ask Sam to be in charge of obtaining presenter present, possibly a STB necklace.
- Roots and Shoots youth group asked about having a drive to collect donations for the homeless at the Annual Meeting. The board consensus was that this did not fit in with the mission, it would distract from the meeting, and it sets a precedent.
- April will develop slide show. Please send her any appropriate photos.
- Board should be there by 5 pm.
- 2016 Annual Meeting Minutes should be sent out to RIEEA membership. Denise will have a couple of copies available that night.
- Other tasks were highlighted and discussed. Complete list is in the drop box.

Adjourned 11:50 am.

Next Meeting: RIEEA Annual Meeting on Feb. 28, 2017 at RIC

Next Board Meeting: Tuesday, March 14 at the Gulf Stream Bar & Grill, Portsmouth, RI