

Approved 6/13/17

RIEEA Meeting
Tuesday, May 9, 2017
The Empowerment Factory (Hope Artist Village)

Coffee and Conversations: Summer Work & Goals

Board Members: Andrea Stein, Rachel Holbert, Molly Allard, April Alix, Jim Murphy, Lauren Parmelee, Paul Dolan

RIEEA Employees: Jeanine Silversmith, Elisabeth Bux

Non-board Members: Gail Ahlers, Wendy Fachon, Amanda Baez, Siobhan Callahan

Approval of April Meeting Minutes: minutes approved unanimously; no discussion

Treasurer's Report:

End of April balance is \$93,539.72
Revenue for April- \$675 (land and water summit and memberships)
Expenses- \$5264.34 (PLT, Project Manager, Annual Meeting)

Membership Update- no new members

Siobhan Callahan was given time to present her project to the group. Siobhan is working on a proposal to start a charter school in Providence called The Wangari Maathai Community School. The initial application was not reviewed, so they resubmitted in September of 2016 and were denied. Taking the feedback, they are resubmitting this June. The proposal is for a K-8 school; theme of sustainability; more deeply connect kids to real world; using the resources of Providence; outside most of the time (field experiences), place based; with a science focus (this is something they will need help with)

Siobhan is also looking for:

- board members
- help with rewriting process
- lay groundwork for future partnerships
- support at public hearings
 - 2 public hearings after submission on the 23rd of June (will be on RIDE website); will be posted online for comments as well;
- vocal support (share on RIEEA's Listserv)

RIDE outsources the review- should know in November if the charter is awarded

- May need a non-profit to sponsor (possible Southside Community Land Trust)- Could RIEEA sponsor?

Siobhan will send a summary to RIEEA Board- so if we are an advocate; we know what we are advocating for

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Siobhan's email: gilbertstzoo@hotmail.com

Operations Manager Update:

- Elisabeth has been working with Jeanine and Bridget
- She now has the check book (will monitor cash flow until Quickbooks, will write checks)
 - Elisabeth can sign checks
 - Bridget will sign for Elisabeth and Jeanine
 - checks will be distributed at board meetings (bring receipts)
 - looking into quick books- \$50 for set-up and first year/ \$50 a year after; also looking into free quickbook trainings
 - Upcoming call scheduled with Grow Lab BookKeeping Service to see what services they can provide (possible quarterly service) and cost
 - Denise is also inquiring with a contact she knows
- Signed up with TANGO
- Filed e-postcard
 - Next year will need CPA for full 990 (can do the easy 990 if income is less than \$250,000)
 - Gail suggested SCORE- retired professionals provide advice for free, Gail will also email her bookkeeper (very reasonable)
- Secretary of State report is due in June
- Monthly meetings with Bridget- Treasurer more oversight role now
- Working on Insurance quotes for officers; both companies suggested should also look into general liability policy
- Family Farmers and Aliant have been contacted for quotes
- Met with Jeanine (will continue to meet monthly)
 - newsletter (welcome content ideas)
 - website (set-up to navigate job postings, event posting, PD opportunities,)
 - need to meet with Lisa (with Jeanine and April) to start upgrading, list serve, RIEEA emails
 - Green Ribbon Schools
- Will meet with April to learn everything social media
 - Our hashtag is #RIEEAConnects
- Set-up to get incoming memberships, PD scholarship requests
 - Question was brought up of who will approve scholarships
 - Maybe board members on initiative 3?
 - Will touch base with Kelly
- Fundraising (haven't found any grants yet, will reach back out to New Knowledge)

Grants:

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- Our grant letter from RI Foundation is just written for the year, which means there may be a report due at end of year- need to touch base with Jenny
 - Either extension or alignment with 18 months of grant (instead of end of year)
- Acknowledgement letter to Pisces needs to be sent- will include leadership changes

RI K-12 Environmental Literacy Assessment Project (RI-ELA)

Initiatives 1 & 2

- Jeanine will meet with Molly and Bridget to get Molly up to speed
- Jeanine working on relationship map
- Jeanine also has some leads for marketing consultants

Initiative 3

Since last meeting:

- Developed and posted RFP for survey designer (shared with summit participants, RIEEA Channels, initiative participants; waiting to hear back from Sarah Sweetman to provide names of outside groups)
 - May 31st deadline for proposals

Initiative 4

- Josh LaPlante has stepped up as chair of this committee
 - Rachel will remain on committee
- Will meet in September (establish goals and planning for October stakeholder meeting)
- October will have a meeting to gather potential partners and stakeholders together
 - Will look at next steps
 - start laying groundwork
 - invite stakeholders to help brainstorm

Diversity

Josh has volunteered to be that voice for initiatives 3 and 4; still looking for a point person for 1 & 2-possibly Emily George

Operations

- Denise has retired from the board
 - a card was started; the card will also be at the next board meeting for others to sign
 - Should we consider a gift?
- We currently have 2 board vacancies- (send ideas to Rachel)
- Motion to approve Molly Allard as Vice President- unanimously approved
- Lauren and Reada will join Operations committee- will meet in June

Comment [JS1]: Whooops!! Rachel told me to send it... So sorry!

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- Start to think about the following at future operations meetings:
 - Fundraising
 - Grants for operations
 - Obtaining a small office space (would be great if their was also a small meeting space)

Other Project Updates

PLT

- Jeanine went to conference, a lot of attention to transition to Sustainable Forestry Initiative
- Gearing up for summer workshops
 - looking for sponsors for trainings to keep cost down for teachers;
 - Wheels to Woods field trips coming up (Waddington and Spaziano);
 - National PLT put out RFPs for MIP grants yesterday- Jeanine suggested not applying (can't apply just to do workshops); PLT has taken away Jeanine's time from initiatives; at end of year we can decide how to move forward

Roundtable Potluck

- Good turnout
- Some new ideas generated from discussions
- Tracey Hall and Lisa Maloney were presented with 2016 Project WILD Facilitators of the Year
- Will continue to plan potlucks 2x a year (spring/fall)

NAAEE Community Engagement

- NAAEE just published guidelines for excellence around community engagement
 - Includes 5 main components, best practices, examples (those doing well and lessons learned),
 - Can be found the website (download for free)
- It was proposed to start some study groups to dig deeper into the document (especially for all 1 &2 participants)
- Jeanine will send link

NEEEA Update

- Rachel crafted an official statement that RIEEA can use to communicate our decision to leave NEEEA:

RIEEA values regional collaborations to strengthen collective efforts to advance environmental literacy, and has decided to discontinue membership with NEEEA as we grow in the direction of our priorities while being thoughtful about our resources.

Comment [JS2]: Just want to say I love this.

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- The statement will be shared with all board members via email
- Elisabeth will update membership benefits on website; put it in the newsletter ;being sure to include a positive- i.e. We are still members of NAAEE (benefits like EEPro)

This should be last NEEEA update

Announcements

Gail- received grant to do a pollinator garden at Baldwin Elementary; working on creating walking paths in Pawtucket and Central Falls (working with several organizations). Any advice/help would be greatly appreciated

Lauren- RIEEA was given a book "The Nature Fix" from Paul Beaudette, ECRI member and NWF representative

Amanda-

May 10th the Ground Works RFP released

June 15th Summer RFPs due (July 3rd- August 31st implementation)

July 15th Fall RFPs due (September 11th- November 15th implementation)

Summer Programs applying- recommend using greenhouse space, summer school & boys and girls clubs using other spaces

One change- Open to anyone (non-RIEEA members can include RIEEA membership in grant)

Delsesto Middle School Career Fair- Emily George asked if RIEEA wanted to do a table (Wed. May 24th). It was decided that we are all overcommitted and are not able to attend.

Earth Day Fundraiser at South County Art Supply- low attendance (due to weather), sent 132 postcards to Trump, some people sent them on their own; South County Art Supply donated a total of \$216.04 to RIEEA- \$146.04 (from used book sale) and \$70 (postcards)

Jim- recommended Susan Korte as potential board member (her organization Providential Gardener is a RIEEA member)- manages a calendar of events that anyone can access

Next Board Meeting

Tuesday, June 13, 2017

9:30-11:30 at the RI Resource Recovery Corporation