

**Environmental Education Association of New Mexico  
Board Meeting  
Thursday September 22, 2011**

**Board members participating:** Stephanie Bestelmeyer, Becky Kerr, Amy Landers, Kristina Ortez de Jones, Kimi Scheerer, Garth Smelser

**Others participating:** Barbara Garrity

**Minutes taken by:** Stephanie Bestelmeyer

**Call to Order:** Meeting was called to order at 2:05 PM by Kimi Scheerer.

**Director's Report** – See attached report from Barbara. Barbara is also continuing to send out bi-weekly reports to the Board by email.

**Executive Director Evaluation:** Barbara gave a written self-evaluation to the Executive Committee based on progress toward the 2011 goals and objectives. The Executive Committee then developed Step 2, a brief survey to be taken by the full board. **ACTION ITEMS:** Barbara will update her self-evaluation and send it to the entire Board today. The entire board needs to fill out the evaluation survey and email it to Kimi by September 29 (either fill it out in the electronic Word document or print, fill out, scan, and email to Kimi).

**Treasurer's Report** – Amy reminded Board members to make a contribution; we are going for 100% board participation in 2011. Total current assets are \$32,987 (\$23,909 checking; \$6,655 savings; \$24 PayPal; \$2,399 accounts receivable). Barbara is now salaried to work half time. There is still money in the budget to hire a contractor to help with some membership tasks in the final quarter of 2011. **ACTION ITEM:** Barbara will talk to Katie Mast to see if she is interested in working on these membership tasks and report to the Executive Committee in early October. IRS 990 Form has been submitted.

**November Board meeting date** – The November Board meeting will be held on November 17. We will start working on 2012 goals and objectives at this meeting. **ACTION ITEMS:** Barbara will put together a draft of the 2012 goals and objectives and a draft budget for everyone to review and discuss.

**Minutes from last meeting** – Amy made a motion to accept the minutes from the previous Board meeting. Kimi seconded the motion, and there was a unanimous vote in favor of approval.

**Board member job description** – Kimi made a motion for all Board members to sign the job description within the first month after the election in the fall. Stephanie seconded, and there was a unanimous vote for approval. The job description is already posted on the EEANM website with the nomination form. New members will agree to this with their nomination form. **ACTION ITEM:** Barbara will add a sentence to the nomination form saying that nominees have read the job description and agree to it.

**Annual meeting date and announcement** – Annual meeting will be held on October 21 at the conference.

**Nominations Committee Report** – Garth reported that the nomination form went out and that it included the Board member job description. So far, one nomination has been received. Kimi has two other leads for possible board members. Garth offered to call any potential nominees. **ACTION ITEM:** Barbara will try to recruit someone from the NM Public Education Division to serve on the Board. Kristina will talk to another contact. Kimi will talk with her two leads. The board includes 9 elected and 2 appointed members. Five elected positions are up for re-election and two appointed positions will be available. Following a brief discussion, it was decided that we should make appointments to the Board following the election, but by the end of 2011, to round out the Board’s needs. **ACTION ITEM:** Garth will post a listing on the Center for Nonprofit Excellence board want ads. Amy will contact Jan Hosea and Associates and ask if they have any ideas for other people who may be good additions to the Board.

**Operations Committee** – Stephanie asked for edits, changes, or discussions to the six policies that the Operations Committee (Barbara Garrity, Deb Thrall, and Stephanie) had drafted over the past couple of months. Four changes were suggested:

(1) Protection from retaliation policy – The fourth sentence of the policy should be amended to read (addition underlined): “Failure to follow these standards will result in disciplinary action including possible termination of employment / board membership and possible civil or criminal prosecution if warranted.”

(2) Logo and Usage Guidelines: In the first sentence, the word “written” shall be deleted so the sentence becomes, “The Environmental Education Association of New Mexico (EEANM) logo can only be used in specific situations and may require approval.”

(3) Logo and Usage Guidelines: Signatures of EEANM President and Secretary should be added.

(4) Logo and Usage Guidelines: In the last sentence, the period should be moved inside the quotation marks.

Kimi made a motion to accept the six policies with the four amendments listed above. Amy seconded the motion and there was a unanimous vote in favor of the motion. **ACTION ITEM:** Stephanie will make changes to the policies, add date of ratification, sign the forms, and send them to Kimi for her signature.

**Conference Update** – Becky, Kimi, and Barbara will be attending the conference. Becky said things are going well. 43 teachers from Farmington District and 27 from Central Consolidated are already signed up.

**Future monthly meeting dates/times** – The next meeting will be at the annual conference during the session on October 21 from 4:40 – 5:25.

**Adjourn Meeting** – The meeting was adjourned at 3:56 PM.

## **September 2011 Report to EEANM Board**

### **Current Grants:**

EPSCoR – Three Project WET secondary teacher workshops to focus on watersheds and climate change. Held one workshop on Aug. 3 in Las Vegas, second will be pre-conference in Farmington Oct. 20, and third will be in Silver City November 4.

Project Learning Tree Model Programs Initiative 2011 - Develop bylaws and operating agreement with Steering Committee, expand facilitator network in rural areas and small towns, develop an outstanding educator program. Scheduled new facilitators and some existing facilitators to hold workshops in Taos, Los Alamos, Silver City, Rio Rancho, Albuquerque, and El Paso. Have drafted Outstanding Educator program – after Steering Comm. meets in early Oct, will send out nomination form.

Mc Cune 2011 – Funding for board development, environmental literacy and membership development. Working with committee to host Golden Apple Award winners – NM teachers – on a retreat for environmental literacy planning. Environmental literacy planning meetings are being scheduled for Farmington, Silver City and Taos this fall. Would like to schedule meetings in Las Cruces and Gallup, too. Need to put together committee of agencies, teachers and administrators. Partnering with Wild Friends to support the Children’s Outdoor Bill of Rights again. Membership database is usable again and being used.

Gallup Joint Utilities: EEANM will provide a Project WET workshop in Gallup, scheduled for February 15.

Bernalillo County Open Space – Held one Project Learning Tree training for recreation managers at the Community Centers, and will hold a Project WET training on Oct. 8.

### **Proposals:**

New Belgium – will be writing for Project WET support, due Sept. 30.

McCune – will be requesting funds for COBR and Wild Friends partnership (part of ELP process), due Sept. 30.

AIP – ELP?? Due Nov. 15

### **Membership:**

Kristina Ortez de Jones will host a membership meeting in Taos and will approach Field Institute of Taos for partnership for the event. Kathy Whiteman, ED of the Gila Conservation Education Center in Silver City, is hosting a membership/ELP meeting in Silver City on November 3.

### **Conference:**

Program Committee selected sessions and notified presenters. Now getting information ready for formatting and printing of program.