



Board of Directors Meeting
January 26th, 2010
4p.m.-6p.m.

Present: Julie Gustafson, Ana Soler, Michelle Finchum, Teresa Higgins, Jim Moss, Kelly Keena (phone), Katie Navin (CAEE), Kaytee Duskin (CAEE), Kelleen Zubick (Consultant)

Year at a Glance

What's coming up for CAEE? We overviewed several of the big initiatives and projects that will be a main focus in 2010 to introduce new board members to the work we are engaged in and re-engage in the work we have committed to as an organization. This is just a quick overview- we will dive into these in more detail throughout the year, so be thinking about how you would like the board to support this work.

Environmental Literacy Planning

This is an exciting initiative that will build a coordinated strategy between K-12 educators and environmental education providers to increase field experiences as part of the curriculum, improve access to existing EE materials, make connections to standards and support classroom instruction, and create professional development opportunities. It is one of the major initiatives for CAEE during 2010.

Colorado Kids Outdoors Grant Program Legislation

Representative Christine Scanlon and Senator Dan Gibbs introduced legislation on January 21st, 2010 to create a grant program to help get youth outdoors (learning and recreationally) as well as facilitate a state environmental literacy plan through CDE and the Department of Natural Resources. CAEE has been working on advocating for legislative efforts in environmental education for the last 3 years and although the legislation does not include all the elements the Communications and Outreach committee originally hoped for, it is a HUGE step forward in building environmental literacy for the state!!! And a HUGE accomplishment for our community. CAEE has created a Coalition to Advance Environmental Literacy in Colorado to build support for the legislation and this will continue to be a big initiative for CAEE throughout the year.

Diversity and Inclusiveness

CAEE has been working for several years to increase the diversity and inclusivity of CAEE. A committee has been working on developing goals for increasing inclusivity and developed a Statement of Inclusivity, which the board adopted last year. We are working to thread diversity and inclusiveness throughout all of our programs, committees, and decision making including the board. CAEE recently had a site visit with the Denver Foundation to be part of the Inclusiveness Project, a two year grant working with a network of organizations to build inclusivity and fund training within the organization. If CAEE is a grant recipient, the executive director, a member of the board, and other interested individuals will be a part of the network and attend 6 meetings

throughout the year. This will be an important initiative and an important area for board leadership in 2010.

Benevon

Benevon is the incredibly successful fundraising model CAEE is using with a focus on individual donors. The emphasis is on creating friends and then funds by introducing new individuals to the organization and cultivating current members and donors through point of entry events or introduction events and then a large ask event during the year. This model has helped us build our \$163,000 endowment and will continue to be a focus in 2010!

New Directory

Our directory- an online clearing house of programs, resources, and events in environmental education programming has been a cornerstone of our programming for the last 10 years- helping teachers, families and those seeking EE opportunities, and helping providers avoid duplication of effort and find partners. The directory is currently hosted by NAAEE and as technology develops they will be changing their system. We have the opportunity (and need) to update our technology, build a new system, and offer and even better resource than before.

There are a lot of exciting initiatives coming up for 2010 and a lot of opportunities for the board to provide leadership in "improving the collective effectiveness of EE throughout the state" in 2010.

Awards Banquet

March 12, 2010 at the Renaissance Hotel in Denver at 6p.m.

Each year, the board selects an individual or organization to receive the award in honor of exceptional leadership for environmental preservation, sustainability, and education. Governor Ritter was selected and Ana has been the board liaison and will introduce Governor Ritter at the event. This is a great opportunity to introduce new partners to CAEE. CAEE will create name tags for the event that identify board members- to help engage the board in networking and partnership building for the organization.

Action: Please attend and invite colleagues and friends who share the work of the Alliance or could be a potential partner or contact in the future.

Officer Elections/Board Appointment

There is one vacant position on the board. Julie will be stepping into the position of past president. We need to elect a president, vice-president, secretary, and fiscal officer. The board felt the need to spend additional time defining the roles and responsibilities of each of the positions. This will become part of the February retreat.

The board decided it was important to make a board appointment, if possible, before the retreat date in February. Jim suggested calling Dean Winstanley at State Parks to suggest a state parks representative.

Action: Julie and Ana volunteered to help be a part of a nomination committee.

Board Meeting Schedule

Please put the following dates on your calendar:

February 26th 9:30-3p.m. Board Retreat

April 18th 2-4 p.m. In-person Meeting held at Annual Conference

June 29th 2-4 p.m. Conference Call

2010 Budget

We're still processing many payments for 2009. Katie walked the board through each account in the proposed budget. Because of the short time frame and need to look more closely at the budget, the board agreed to a final vote to approve or not by February 5th. There will be a conference call set for February 4th at 2:30 to call in and ask questions and get clarification on anything within the budget.

Ana noted a suggestion from the Denver Foundation site visit to add executive director costs into the budget. Currently, because the executive director position is funded through the Colorado State Forest Service, those costs are not reflected in the budget. If CSFS support were ever to change, it would be important to understand and track those costs.

Action:

Katie will follow up with Denver Foundation contact on the best way to track executive director Costs.

Board will call on February 4th at 2:30 with any remaining budgets.

Board will vote by email by Feb. 5th to approve/or not budget.

"Strengthening Partners Grant" Consultancy

Kelleen Zubick joined us to discuss the consultancy process and how it will help CAEE with the E.D. transition process including E.D. Performance Plan and Evaluation Process. During the course of the meeting, it was decided that the board had other priorities, including defining positions, and defining the role of the board versus the role of the executive director before proceeding with the performance goals. Kelleen will set up a time to meet with a task force to go over the Performance plan and proceed with the work plan she developed. The board is interested in bringing a consultant to the retreat to help lead us through necessary work to move forward.

Action:

Ana and Julie volunteered to be a part of the task force.

One additional volunteer needed.

Katie and Julie will follow up with consultant possibilities.
Kelly and Julie volunteered to help plan retreat.

Thank you for making this commitment to be a leader in CAEE. It's going to be a great year!