

ANREP Executive Committee Meeting

August 17, 2022

3:00 PM – 5:00 PM ET

Meeting Agenda

Attending: Alicia Betancourt (Past-President), Beth Clawson (President), William Warren (President-Elect), Chad Cook (Treasurer), Holly Abeels (Secretary), Dean Solomon (Executive Secretary), Dan Stark (Western Region), Erika Lyon (North Central Region), Danielle Rhea (Northeast Region), Amy Scaroni (Southern Region)

Not Attending: Eric Norland (NIFA Liaison), James Henderson (DEI committee), Victor Blanco (Awards/Scholarship), Lara Milligan (EEPro-NAAEE), Jenn Fetter (2024 Conference), Holly Campbell (Professional Development), David Ripplinger (NEEI), Jennifer Fawcett (NEWFI), Liz Younge (NNSLE)

Guests: Renee Strnad (NAAEE ee360+ grant)

AGENDA

1. Roll Call/Introductions.

2. Assignment of Minute Proofreaders

- **Recorder:** Holly Abeels
- **Proofreaders:** Alicia, Erika

3. Agenda Approval: Erika motioned to accept the agenda, Alicia seconded. Motion passes.

4. Guest(s)-

- Renee Strnad - NAAEE ee360+ grant agreement
 - Renee introduced herself to the group
 - Lara had reached out to her about helping with the grant while she is on maternity leave
 - She sent a proposal to the board describing how to spend funds and coordinate the grant [Proposed Plan for NAAEE ee360+ Grant Funds \(https://docs.google.com/document/d/1-sihVHH5AOLf_ynOd7XC61fwzc8Owqf6LCwGFwkoCbU/edit\)](https://docs.google.com/document/d/1-sihVHH5AOLf_ynOd7XC61fwzc8Owqf6LCwGFwkoCbU/edit)
 - Has a scholarship application (to attend [NAAEE conference](#)) that needs to be modified and sent to Dean for dissemination to membership. Since the NAAEE conference is in October need to get this done ASAP.
 - Chad recommended that scholarship go to ANREP member that is not already familiar with or has attended a NAAEE conference in the past.
 - Alicia made a motion to approve the year one plan and assign Renee to manage the plan. Chad seconded. No discussion. Motion passes.

5. Update Reports from outside groups and initiatives

- JCEP Update – Alicia
 - Winter board meeting November 9-11 in Chicago. Alicia and Bill won't be able to attend.
 - RFP is out for ELC (Kansas City, Feb) and PILD (Crystal City VA, April). Still looking for abstract submittals for both conferences.
- Foundation Update – Alicia, Dean
 - Creating some marketing materials about the Foundation. Share with donors to describe where donations went.
 - Continuing to look at sponsorships. Let them know of any sponsors who might be interested in contributing.
 - Next meeting to talk more strategically about the direction of the Foundation and how to boost contributions.
 - In need of board members – put in regional emails and next newsletter.

6. Consent Agenda:

- Approval of July Meeting Minutes
 - Alicia moved to approve, Danielle seconded. No discussion. Motion passes.
- Presidents Report – Beth
 - See president's report in August meeting packet.
 - Alicia mentioned engaging with DEI committee when working on strategic plan and invite them to board retreat.
 - Invite committee chairs to board retreat.
- Treasurer's Report details – Chad
 - See treasurer's report in August meeting packet. Still following up on and finishing conference scholarships.
 - Going to convene finance committee soon to discuss next year's budget.
- Executive Secretary's Report – Dean
 - Will send a note with directions on how to pay for membership online (with new website).
 - See executive secretary's report in August meeting packet.
- Regional Rep Updates
 - Southern – Amy
 - No updates
 - Western – Dan
 - Having a heat wave in NW Oregon.
 - Not a lot to report.

- EAB was detected around July 4th weekend in Washington County. A plan had already been in place before this detection, so that was implemented.
- North Central – Erika
 - Have a nomination for north central regional rep but hasn't filled out the form yet. Will reach back out to her.
- Northeast – Danielle
 - Nancy Lee at regional event in October (social marketing person).
 - Hasn't heard from anyone about any nominees.

7. Reports from Committees (as needed)

- Communications/Newsletter – Diana Rashash
 - Sent newsletter out. Around 570 people get the newsletter.
 - Any feedback let her and Dean know.
 - Alicia loved the video. Maybe every month in regional rep emails say that Diana is accepting stuff for the newsletter.
 - Dean will work with Diana to incorporate more photos in future newsletters.
- Conference – 2022 – Beth
 - All major billing has taken place. We are working to finalize one speaker per diem and then we should be able to provide a cost analysis and then proceed with financial closeout.
 - All numbers are in the black and ANREP should expect their returns in the next couple weeks.
 - They are still working to pull proceedings together this may take a bit longer.
- DEI – James
 - Working on revisions to P&P handbook. Section on AA policy will become DEI policy. Will send to board for review.
 - Send invitation for him to participate in board retreat.
- Membership, Nominations/elections – Alicia
 - Recommend to extend nomination deadline to October 1st.
 - No nominations as of this meeting.
 - Need to reach out to people specifically.
- Policy & Procedures – as needed
 - Need to get someone on this committee. Usually Past-president, President, or President-Elect look at this.
 - Alicia and Beth will look at it and propose changes, send any recommendations for changes to Alicia.

8. Unfinished business

- Dues Policy needs a vote
 - Dean showed [chart](#) that he sent to the board.
 - Alternative 2 or 3 were favored by those who responded to Dean's email.
 - Alternative 3 was preferred option for Bill, Alicia, Erika, Beth, Chad. Dean will put together a Sept 15th final reminder before Dec annual dues reminder.
 - Should come up with ways to incentivize or provide a benefit to keep membership ongoing each year especially in off-conference years.
 - Discuss membership benefits and other options at board retreat.
 - Erika made a motion to accept Alternative 3 as proposed for dues payment plan and then adopt in P&P at the end of the year. Chad seconded. No discussion. Motion passes.
- States Dues policy needs a vote
 - ANREP state dues collection policy recommendations document – Dean showed.
 - Alicia made a motion to approve the document. Erika seconded.
 - Discussion
 - Update 1B based off of previous motion on dues policy.
 - Beth recommends not to propose a fee for states at this point.
 - Alicia agreed since not having a fee encourages states to create and have strong chapters.
 - Amy agreed since several different organizations in SC are involved in SC chapter and this makes the collection of fees be done by a neutral group (ANREP).
 - Motion passes.
- Approval of Dean's annual evaluation
 - Bill and Beth met with Dean for his annual evaluation.
 - Went well, Dean is doing an exemplary job and will stay on for another year.
 - Beth sent notes out for his evaluation to the board (see August meeting packet).
- Board order a P&P change: Biennial Conference alternating an in person Conference with a virtual "Alternate or Off Year" offering (including annual meeting with that year's award announcements and limited professional development breakouts and networking opportunities)
 - Alicia recollected that we wouldn't have an alternate year conference since it might conflict with what regional reps are doing in their regions (as far as regional meetings).
 - Beth and Alicia recommend virtual annual business meeting on off-conference years – include award announcements.

- Holly made a motion to change P&P to include a virtual annual business meeting on off-conference years, Alicia seconded. No discussion. Motion passes.

9. New business

- Do we want to offer a 2 year membership option – put on agenda for next month's board meeting.

10. Adjournment

- Adjourned at 4:31 PM
- The next regular board meeting is September 21, 2022 @ 3:00 PM ET. Bill will be leading the meeting as Beth is not available.