

ANREP Executive Committee Meeting

Wednesday, March 15, 2023

3:00 PM – 5:00 PM EDT

Meeting Zoom Link: <https://uidaho.zoom.us/j/82807105247>

Meeting Agenda & Minutes

Attending: Bill Warren (President), Dean Solomon (Executive Secretary), Holly Abeels (Secretary), Beth Clawson (Past-President), Chad Cook (Treasurer), Amy Scaroni (Southern Region), Danielle Rhea (Northeast Region), Dan Stark (Western Region)

Guests: Renee Strnad (EEPro-NAAEE)

1. Roll Call/Introductions/Guests
2. Additions to agenda? - none
3. Assignment of Minute Proofreaders – Beth Clawson and Danielle Rhea
4. Update Reports from outside groups and initiatives
 - NREEF – Dean
 - NREEF role in biennial meeting, interest in adding % of conference registration fee to be dedicated to scholarships and NREEF would make a commitment to match those funds raised
 - Poster session contest – NREEF could take on in terms of judging and recognizing poster session winners
 - Possibility of having NREEF liaison on professional development committee. What can NREEF do to add value and not duplicate professional development opportunities.
 - Hosting a webinar on April 12th, Paul Chappelle about his work during his sabbatical
 - Looking for new trustees, please send ideas of candidates to Beth (qualifications: interest in work of NREEF, commitment is meeting once a month via Zoom)
5. Approve Minutes – Amy moved to approve the minutes; Dan seconded. No discussion. Motion passes.
6. Presidents Report – Bill
 - Responding to JOE Board representative inquiries and collecting candidate statements
 - Reviewing EEPro-NAAEE Grant obligations and soliciting feedback to arrive at options for 2023
 - Board meeting prep
 - Routine correspondence
7. Treasurer's Report – Chad
 - ANREP Balances as of 2/28/23
 - Checking (7411) \$ 121,483.07

- Conference Checking (5982) \$ 24,465.66
- Escrow Savings (5995) \$ 25,837.85
- CD (2150) \$ 20,087.71
- TOTAL ASSETS \$ 191,874.29
- Previous total \$ 188,719.58
- Balance Activity:
 - Withdrawals: Payment Google Workspace, Exec Sec for annual business registration fee.
 - Deposits: annual dues

8. Executive Secretary's Report – Dean

- I worked with Terra Freeman to begin the ANREP awards judging process. 48 judges this year, reviewing 80 awards submissions. The judging process is going well, with reviews due by March 19.
- Past annual awards nominations:
 - 2020: 105
 - 2021: 165
 - 2022: 125
 - 2023: 80
- Renewals continue to come in. As of March 10, 255 members have renewed or joined for 2023 (26 new members to date). Still behind last year at this time. Our total membership is 475, including life members. A reminder email is scheduled to go out on March 16, per our dues policy.
- On March 10, I sent a “we want you back” email to members who were dropped in December because of non-payment of dues. It's a fairly simple procedure to reinstate. A past-member enters their email address, then receives an email confirmation with a link to their membership record and payment information.
- I set up a [strategic plan implementation action tracking table](#), for Executive Committee review, on the Miro board that Beth created for last September's retreat. I think Miro is sort of cool, easier to add content and annotate than a (boring) Excel spreadsheet.
- I worked with Beth Clawson to incorporate corrections and updates into the policy and procedures manual.

9. Regional Rep Updates:

- Southern – Amy
 - Later this month next quarterly meeting. Will be sending a reminder email to the region.
- Central – Georgia
 - Not present
- Northeast – Danielle
 - First Zoom meetup at the beginning of the month – 14 people attended. Registration through the website worked well.
 - Going on parental leave April, May, June – can regional updates be sent out for her – Dan will do this on Danielle's behalf

- West – Dan
 - Didn't send out region newsletter this past month. Would like to get email notification on when meeting minutes are available in online documents.
 - Have not scheduled regional meet up on Zoom yet. But have plans to.

10. Reports from Committees:

- 2024 Conference Planning Committee meeting March 17 – Jenn Fetter
- DEI Committee met March 13 and made substantial progress on DRAFT ANREP DEI Policy document. Meeting again on April 10th to finalize DRAFT – James Henderson

11. Old Business:

- Status of ANREP Committee sign-ups – Dean
 - Holly Campbell sent a note for volunteers for professional development committee – did pick up some interest – 12 new members.
 - Members can go on the website and self-select wanting to work on committees.
 - Communications committee needs a chairperson – 11 members currently signed up for this committee – see if can persuade a member to volunteer for chair.
 - Bill will get members emails and share the strategic plan and retreat ideas with them. Ask for volunteers to chair committee. Articulate scope of work and time commitment for chair responsibilities.
- Approve Georgia as ANREP PILD Committee Representative – Board
 - Beth made a motion to approve Georgia Peterson as the JCEP PILD committee representative for ANREP. Chad seconded. No discussion. Motion passes. Bill will inform Georgia.
- ANREP JOE Representative vote – Board
 - Amy made a motion to approve Rachel Pienta as the JOE representative for ANREP. Chad seconded. No discussion. Motion passes. Bill will inform Rachel.
- EEPro-NAAEE Grant Initiatives for 2023 – Board decision needed
 - Chad: Did receive \$1500 from grant for this year.
 - Renee: At the end of Y2 in May, Renee is going to ask for an extension, will get additional \$1000 for Y2.
 - Renee: Funding could go to fall state affiliate conferences (Sept, Oct, Nov) and NAAEE conference is virtual this year.
 - Chad: Would like to hear from the DEI committee on ideas they might have especially on ideas for funding they might need. Renee: Would also like to see if they have ideas for use of the funds.
 - Renee: For Y3 of the grant want to be able to provide professional development opportunity at 2024 ANREP conference on community engagement guidelines promoted by NAAEE. https://eepro.naaee.org/sites/default/files/eepro-post-files/community_engagement_guidelines_pdf.pdf
 - Renee: ways to spend money – get ANREP members in touch with state affiliate conferences, but better to build capacity for one of the committees (DEI in today's discussion) would be a larger effect on ANREP as a whole.
 - Dean: articulate to conference committee Board want for professional development

- workshop Renee wants to do at the 2024 conference (because of grant obligations)
- Bill: Board support for reaching out to DEI committee on getting ideas to spend grant funds. Will reach out to James about these funds and ideas on how to use.
- Dan made a motion for Bill to reach out to James and the DEI committee about ideas on how to use these grant funds. Danielle seconded. No discussion. Motion passes.
- 2023 ANREP Business / Awards meeting planning – Board
 - Emailed with Dean and Beth about this meeting on May 17. Dean sent PPT used at last year’s business meeting. Will reach out to Terra and awards committee about awards presentation. Bill, Dean, Beth, and Chad all work on their sections of the slide deck for May meeting.
 - Georgia and Amy both sent a note on suggestions for a keynote.
 - Volunteers to investigate a keynote speaker – Beth, Amy, Georgia
 - There are resources for an honorarium – funds from the conference account
 - 30 minutes for speaker (includes time for questions)
 - Business meeting & presentation – adjourn business meeting – awards presentation
 - Dean: Need to get registration and agenda out to members soon, end of the month would be ideal
- Strategic Plan – Miro board tracking app – Dean, Bill
 - Can be found in google drive
 - Took spreadsheet that was developed and pasted it into the Miro board. More dynamic way to see and record thoughts and accomplishments.
 - See link and more info under Executive Secretary’s Report above.

12. New business:

- Professional development travel scholarships for ANREP members – criteria, getting the word out – Board
 - Dean showed example scholarship application that the committee could revise and use.
 - Rolling deadline for scholarships since it wouldn’t be for a specific opportunity. Can be notified when someone submits an application.
 - Chad will work with scholarship committee on criteria. Will send it out to the board to review and the board members will let Chad know of any changes they want to see. Thumbs up or down for approval.
- Dan and Bill were contacted by NACDEP about their conference in Couer D’Alene, Idaho, April 30th to May 3rd. <https://nacdep.memberclicks.net/2023-nacdep-conference> Send out information in regional emails.
- April 19 Board Meeting – Bill will not be able to make the meeting. Have asked Erika to take over meeting. Bill will do all the meeting prep, but Erika will chair the meeting. Beth as an alternate.

13. Adjournment at 4:50pm