

**Date:** February 13, 2024, 5pm-6pm

**Attendees:** Ali Thomas, Mandy Nix, Lauren Chicote, Keri Hess, Emily Kaplita, Harmony, Meg, Nicole

**Secretary:** Mandy + Keri

### **Board Meeting Agenda**

- **3 minute updates per person – timed**
- **Vermont Science Teachers Association (Meg)**
  - Wed, Oct 16, 2024 at Sugarbush
    - Conference gathering open to ALL K-12 (and above) educators or classroom teachers.
    - Updates coming ASAP from Meg on presentation proposals, tabling, etc.
- **Website update**
  - Emily changed permissions for contact information – Meant for person to person contact. Concerns that members don't want all information to be shared. Organization locations (ie. Counties and maybe a map) and 'areas' of work. Names connected to the Organizations they represent. Newsletter and broken links (Mandy). Emily will go in and try to see what can be created to serve membership better.
- **Budget report and treasurer update/transition plan?**
  - \$500 check from the NE Affiliates has been mailed to Lauren Chicote. She is very interested in having someone else take over as the treasurer.
    - Responsibilities:
      - Receive monthly bank statement
      - File tax report annually (but we don't make enough money for this to be an advanced reporting process – just a ~2-question process online) The form is called a 990 EZ through VT Tax.
      - Depositing and writing checks
      - Now with Bar Harbor bank in Randolph, consider moving?
  - Is anyone willing to do this role with training from Lauren? Contact [Lauren.chicote@gmail.com](mailto:Lauren.chicote@gmail.com) to learn more or ask any questions. Officially voted on in April.
  - Bank will want to see minutes about transfer to new Treasurer. Co-chair or chair will also need to sign onto account (not just new Treasurer). It would be good to know who all is on the account and know how to 'clean it up'.
  - Just under \$9000 available to VEEN
- **Update on Membership Gathering: May 9, 4-7 PM, North Branch (Montpelier)**
  - Membership Gathering overview (typically - could shift!)

- 4:00 - 5:00 Site specific educational experience (i.e., tour NBNC).
- 5:00 Potluck and introductions
- 5:30 Board business and voting
- 6:00 - 7:00 Series of guest speakers and/or guest speaker
- **The MUSTS for the spring:**
  - voting on new board members and/or board roles
  - approving the budget
- Lots of revisioning at previous gatherings, with clear call among membership towards less visionary activities and more useful/applicable experiences (e.g., Story Slam as “guest speaker,” where folks *membership-wide* provide 5-minute lightning talks on a particular program, service, or organization.)
  - Maybe use Pecha Kucha style model - 20 slides (or whatever visual) for 20 seconds each?
  - Expand stories to include not just programming and permanent EE provider experiences, but also lessons learned, successes, tips/tricks, etc. across any audience and any area of environmental education
  - How Outdoor ed supports MTSS (Multi-tiered Systems of Support - for teachers.  
<https://education.vermont.gov/student-support/vermont-multi-tiered-system-of-supports>
- Membership participation - notify in advance to see who would like to participate. Networking.
  - Nominating committee plan
  - Membership drive plan
- **Update on Webinars**
  - Circle back in March
- **Northeast Affiliate Retreat - Friday, April 26, 2024 In-Person in Nashua, NH**
  - Who would like to attend? Each affiliate is allotted 3 participants.
  - Details about the retreat:
    - Structure:
      - Arrive in late afternoon on Friday, April 26th to convene at a secondary location (likely somewhere in Nashua, NH) to land and connect.
      - Full-day meeting at Beaver Brook that will wrap around 3:30/4.
      - Overnight April 26 (optional and paid for) + depart April 27

- We will book a block of rooms at a nearby hotel. Funds are available to cover travel expenses and stipend participant time (\$600/affiliate).
  - Likely at Beaver Brook in Hollis, NH
  - Focusing on finalizing NE Affiliate messaging to orient towards fundraising for staff capacity and potentially applying for continued funding for our collaborations.
  - An email will be sent out the first week of March with final logistics, details, and a confirmation form
  - If you have input you'd like to offer for the retreat or want to be involved in the planning, the smaller design team will be meeting on March 7th.
- **VEEN to sign SLE letter**
  - Letter of support
- **Northeast Climate Educators Collaborative summit**
  - May 14th and VEEN in invited
  - For state affiliates, we are wondering:
    - How could the Collaborative be helpful to VEEN?
    - If you came, what would you want to talk about with the collaborate/other affiliates?
    - What are challenges facing climate educators in Vermont?
    - Are there initiatives VEEN wants to promote?
  - If you have further questions or want to participate, you can reach out to Joan Haley [jhaley@shelburnefarms.org](mailto:jhaley@shelburnefarms.org) who has more details. Learn more about the collaborative:
   
<https://shelburnefarms.org/educators/partnership-projects/northeast-climate-change-education-collaborative>