

# NNREC Board of Directors Minutes

December 5, 2006, via conference call

**DRAFT**

**In attendance:** Allison Brody, Deb Canestrelli, Margie Klein, Anga Rebane, Dave Cooper, Dan Allison, Stephanie Lefevre, and Amanda Rowland (guest)

**Agenda:** approved

**Minutes:** 2006-11-16 minutes approved

**Board Membership & Contributions:** board status information not available, PayPal payments are easy, Stephanie suggested we not be a membership organization, membership numbers are low and it takes a lot of effort to keep numbers high, membership funds website and newsletter which would need to be replaced with other funds, we could target large business rather than individuals, **ACTION: Dan will provide the board information about membership numbers, income and effort**

**VISTA:** Stephanie and Dan talked to Craig Warner, state director of Corporation for National and Community Service; he handles VISTAs and a nonprofit in Fallon handles AmeriCorps; VISTAs are provided in small quantities (1-3), there is no direct cost in first three to five years as this is covered through a grant program but organization must find funding after three to five years, but the sponsor must provide the same sorts of cost that would be provide for employees such as mileage, travel, training, office, office supplies, computer, etc.; AmeriCorps are provided in large groups of about 20, individual AmeriCorps can be farmed out to other organizations as for example PCC does for TRTA, direct cost is \$3000 per year; VISTAs serve low income communities whereas AmeriCorps can do any sort of service including working with kids and resrouce work; Craig will help us develop a budget and work plan to apply; he like that we are statewide and likes the idea of sharing VISTAs; Dan has talked with Lauren Siegel of Nevada EcoNet (formerly Environmental Leadership) and she is interested, and Stephanie has talked with Friends of Nevada Wilderness and they are interested - they two organizations share office space in Reno; we are still participating in the Parasol Community Collaborative in Incline Village with the intent of becoming a resident collaborator and having an AmeriCorps of our own or shared with TRTA; neither we nor any of the people we are talking to have made any decisions; the next start date for the VISTA program is April; Allison asked what the person(s) would be doing, Stephanie answered day-to-day operations and fundraising; Dan is thinking about placing people in low income schools to work with both students and teachers on environmental education; to have a VISTA we need office space whereas an AmeriCorps with PCC comes with office space; we don't know how much office space Nevada EcoNet can provide; one model is that we would have three positions, one for each of the three partners with unique work plans and budget for each but under a single VISTA grant; **ACTION: Stephanie will create an email to Lauren and Brian** that covers the basic information and asks for their reaction and participation (and from their boards); if a decision is made by all boards to move forward, Dan will create the work plan and budget and submit the application

**Overview of Strategic Plan template idea:** generated through a discussion with Nevada State Parks with whom we are working to develop an EE strategic plan for the agency; the idea is that we would have a short template that would work for any agency so that every agency would have a strategic plan for environmental education so that they could be clear about their intent and activities, all the plans together would be part of the statewide EE master plan; Allison suggested including assessment piece; **ACTION: Amanda will provide needs assessment worksheets** from Duke (NAAEE?); Allison suggested we should not call these “environmental education” plans; could use conservation education, natural resource education, or others; we will use “natural resource education” for the time being

**NNREC Strategic Plan:** Allison asked where NNREC’s strategic plan is; we have a new mission statement but need to do values and vision and complete the strategic plan that was started one-and-a-half years ago; we might ourselves do a brief simple strategic plan for our use and then work on a more detailed plan later; Stephanie brought up the Nevada Environmental Literacy graphic (which the board has not seen) that shows how NNREC fits into statewide efforts; Debbie suggested we start with the gap we are filling or the problem we are trying to fix; Dan suggested that we could set our objective as completing vision, values and strategic plans within that day and be done except for editing the documents; Amanda suggested worksheets for the board to look at beforehand so that we can accomplish the process during the meeting; **ACTION: Amanda will provide some example worksheets to the board; ACTION: Dan will send Environmental Literacy document and graphic to the board;** Debbie suggested that we share ideas, information before the retreat, but not make any decisions before the retreat

**Certification Program:** second meeting in southern Nevada will be Thursday, December 14, 2006; is the certification program something we want to have in our strategic plan?;

**Policy:** Budgeting and Long Term Reserve policies were adopted

**EPA Meeting:** Dan met with Sharon Jang, environmental education coordinator with EPA Region 9; ideas discussed were funding for either mini-grant program or NNREC infrastructure and she is more interested in mini-grants for this year though might be willing to provide ongoing support in future years; amount would be \$5-10K

**Board using work time for NNREC / letter needed:** Stephanie had emailed to the board suggested activities that they could do on work time for 8 hours per month, with a letter to employer from NNREC, only Margie replied; board agrees to 8 hours per month; **ACTION: Dan and Stephanie will draft letters,** Margie and Debbie would like one; **ACTION: Stephanie will start providing tasks to board members** to fulfill their 8 hours

**Next Meeting:** January 16, 2007, at 9:15AM, via conference call; future pattern will be first Tuesdays of the month at 9:15AM; Board Retreat date changed to Saturday, March 10, 2007; the board is invited to participate in Partners for Education About the Environment on the morning of Friday, March 9