

Report of the NNREC Director

2007-01-31 through 2007-03-03

A. Fundraising and Administration

1. **Board of Directors:** prepare documents for and participate in 2007-02-05 board meeting, transcribe 2007-01-16 and 2007-02-06 minutes, updated strategic planning documents and created strategic planning outline; provided questions for board self-assessment
2. **Finances:** updated and categorized financial info in QuickBooks, organized financial files, completed 2006 Form 1099,
3. **Fundraising:** completed EETAP Capacity Year2 budget and work plan; created outline for RecTrails grant; developed information for Forest Service "More Kids in the Woods" grant, identified and met with potential partners, and networked with FS conservation education and interpretation people; met with Bass Pro; contacted NDF Rich Harvey about future funding; applied to Sierra Pacific Power Company
4. **Staffing:** prepared for employee status, including IRS electronic transfer, worker compensation insurance, retirement SIMPLE IRA

B. Membership

1. **Website:** completed transition to Dreamweaver; updated professional development, news, and other info
2. **Newsletter:** March newsletter with EPA and membership info

C. Leadership

1. **Certification Program:** developed documents for meeting; participated in meeting, developed logo; communicated with western Nevada people; worked on definitions; continued FEE course
2. **Capacity:** responded to EPA funding crisis with NNREC letter and personal contacts; developed draft LIFE schedule and second draft flier; provided strategic plans to NDSP; talked to potential partners about sharing VISTA; supported CRC EWG efforts at Carson Water Subconservancy District (CWSD) board meeting
ongoing participation in Parasol Community Collaborative, Carson River Coalition Education Working Group
3. **Training Plan:** no significant work this month
4. **NAAEE Affiliates Network:** Steering Committee conference call; develop governance documents; develop affiliates workshop and session information; conference calls on workshop
5. **NDEP Correlation:** completed draft WET and HWHP correlations including creation of charts and text; met with Mary Kay, Richard Vineyard and David Brancamp

Next Period: 2007-03-04 through 2007-03-28 (next board meeting 2007-04-04)

A. Fundraising and Administration

1. Board of Directors: board retreat/strategic planning session

2. Finances: bring QuickBooks up to date, create Q1 reports
3. Staffing: complete work on employee status; work plan and budget for VISTA positions
4. Fundraising: submit RecTrail grant
5. Strategic Planning:

B. Membership

1. Newsletter: create and email late March/early April newsletter

C. Leadership

1. Certification: March 23 conference call
2. Capacity: participate in Community Leaders in Classrooms workshop with TCES; make plans for Forest Service Conservation Education conference attendance
3. NAAEE Affiliates Network: plan 2007 affiliates pre-conference
4. NDEP Correlation: complete WET correlation with all charts

Challenges and Opportunities

- the effort to get the Forest Service to submit a grant application for the “More Kids in the Woods” program finally paid off in that they submitted an application to fund the High Sierra Resource Workshop but not the other elements of the “Summer Wilderness Experiences for Kids”; this effort was not worthwhile in any direct sense, but may have long term benefits in relationship building and future collaboration