

NNREC Board of Directors Minutes

January 16, 2007, via conference call

DRAFT

In attendance: Margie Klein, Allison Brody, Dan Allison, Stephanie Lefevre, Dave Cooper, Amanda Rowland (guest), Missy Giannantonio (guest)

Consent Agenda: adopted (2006-12-05 minutes, Environmental Literacy documents, 2006Q4 financial reports, Director report)

Review Action Items: Amanda will send needs assessment workshops and sample, to Dan, done soon; Dan & Stephanie letters to employers not done

Board Development Mini-Session - Ten Responsibilities of the Nonprofit Board: went over list item by item with questions and comments; 1. mission was completed in April, vision and values will be done at board retreat; 7. **ACTION:** Stephanie and Dan will come up with board self-evaluation questions, Stephanie will set up a SurveyMonkey to gather answers, and then the board will review the information at the retreat; 8. discussed annual report, and lack of clarity about what NNREC is doing; 10. board will do a one-year evaluation of Dan

Bylaws Change for Membership: Dan produced membership report but it doesn't answer the key questions about how much time is spent on membership and whether this is worthwhile; Dan provided a bylaw revision that would change NNREC from membership organization to non-membership organization; tabled until the retreat

Review Funding Status and Sources, Board Involvement: funding sources addendum to budget indicates firm, likely, possible and ideas, the budget only uses the firm and likely categories; EETAP Capacity funding and supplements is our largest source at \$14K; BLM funding is now unlikely; other likely sources are NDF and EPA contract; Stephanie feels good about Summit Lake tribal grant to assist them in strategic planning; NDSP Recreational Trails and other ideas are still uncertain, Dan and Stephanie will review Rec Trails and decide whether to apply; Margie and Dan will be talking to Bass Pro for \$4K; Dan expressed that board has not followed through on its fundraising commitments and Dan has wasted time producing documents that were never used by the board; Dan wants a clear expression from the board about what they intend to do; we had extensive discussions about fundraising but did not come to any conclusions;

Adopt Budget: discussed at length; we do not have staff capacity to work on strategic planning and fundraising because our funding is almost entirely project driven; budget was not adopted; **ACTION:** Dan will revise budget and send out for board vote; **ACTION:** Stephanie, Amanda and Dan will have a call next week to talk about fundraising, and Amanda will check at work to see how involved she can be in fundraising; Allison is looking at Institute of Museum and Library Services (IMLS) instead of National Science Foundation (NSF) for major grant funding

Decision on VISTA & AmeriCorps: conversations with potential co-hosts is continuing; office space is the limiting factor and we cannot move forward until we find someone who can offer that; we won't make any decisions until after the strategic planning session; **ACTION:** Dan will bring Craig Warner up to date on our status; board members will keep thinking about partnership and office space ideas; **ACTION:** Dan and Amanda will talk about VISTA and AmeriCorps possibilities

Strategic Planning Board Retreat: we want an outside facilitator, names mentioned include Steve Lewis, someone Allison has worked with Ruth Gordon, **ACTION:** Allison will pursue Ruth Gordon before we move forward on others; date is March 10; location is not decided but we have talked about Red Rock and Lake Mead Fish Hatchery, Margie said hatchery is not available;

Employee Status: Dan is working slowly on getting self transferred from independent contractor to employee status with target date of April 1