

NNREC Board of Directors Minutes

April 4, 2007, via conference call

DRAFT

In attendance: Stephanie Lefevre, Allison Brody, Dan Allison, Dave Cooper

Not in attendance: Margie Klein, Amanda Rowland

I. Agenda: defer board survey until whole board is on call; add VISTA discussion; items from March meeting: bylaw change passed, budget passed, board calendar, NDF funding and financial status

II. Dan's position description and offer of employment

Comments from Allison and discussion - language of "19. Actively participate in leadership of environmental education within Nevada.", will be defined more clearly in the work plan; "20: Create forums or organizational structures which gather information from the members and field of environmental education in Nevada, for the use of the Board of Directors in governing the organization.", not changed; "21: Participate in the activities of partner entities, including but not limited to workshops, field trips, membership meetings, and board meetings; to actively solicit participation by these same partners in NNREC events; and to continually work to identify partnership opportunities.", change to "Coordinate participation...". Motioned and passed position description and offer of employment with changes. **ACTION:** Stephanie will change and redistribute.

III. VISTA

Will have a meeting Cheryl Surface of Nevada Division of State Parks, Allison Brody and Jennell Miller of PLI, Dan Allison and Stephanie Lefevre. Two positions, one shared with state parks and one with PLI in southern Nevada. Add statewide conference to work plan for PLI position. Dan suggested that the NNREC part of the PLI/NNREC joint position work on joint PLI/NNREC activities so that supervision can largely be handled by Allison rather than requiring frequent supervision by Dan. The NNREC budget item for VISTA program of \$1500 will not cover expenses; mileage up to \$55/month covered, up to \$500/year in training covered, PLI is offering a computer, don't know about NDSP. We have to have MOUs with PLI and NDSP; board agreed that we can move forward while MOUs are in process; board will OK final MOUs. Allison will come up with work plan for PLI position, with review by Dan, Dan will work with Cheryl to come up with NDSP description. Stephanie went over application and recruitment procedure. Discussed supervision and meeting strategy, will do meetings every two weeks.

IV. Board Calendar: We will meet every month for now. We will use a set meeting pattern, and will change the meeting date and time only if we cannot make a quorum for our regular meeting. The pattern is first Tuesday at 8:15AM. **ACTION:** Dan will revise the board calendar and send it out. **ACTION:** Dave will send a Friends of the Black Rock to Dan. **ACTION:** Dan will develop a set meeting agenda which we can use as a template.

V. NDF and financial status: Reimbursement for last of 2006 grant has not been submitted; work plan for supplemental funding not submitted yet; 2007-2008 application has been discussed but nothing on paper yet. **ACTION:** Stephanie will have Ellen develop a proposal for the supplemental and forward to Dan. Financial status is that we are nearly out of money. NAAEE has not completed

the contract for EETAP Capacity Year 2, nor has any payment been made, which was due January 1. We need to apply for additional funding from other sources. VISTA positions will make grant applications.

VI. Strategic Plan: **ACTION:** Allison will send another email next week for final comments, and then will merge all information together for a final draft. **ACTION:** Stephanie will send an example strategic plan from Nevada Outdoor School to Allison and Dan.