

MNA Board Meeting Agenda
5/8/08 Como West Picnic Shelter 4:30pm

- Call to Order (4:34pm)
 - Action Item** – Approval of Agenda
Made HALLIE 2ND BY ROB
 - Secretaries Report (Teresa)
 - Database is updated – we currently have 187 members; have sent out lots of e-mails of upcoming programs and job postings

- Treasurers Report (Pam)

**MNA Treasurer Report
Jan 30 2008-Mar27 2008**

Startin g balance	\$9,691.11		
Income	\$921.72		
Expenses	\$1,689.98		
Ending balance	\$8,922.85		
ESF Balance	\$500.00		
Scholarship Balance	\$500.00		
General Fund	\$7,922.85		
Expense detail		Income detail	
Vera Wang Presenter Fee	\$50.00	Nov. Conference fee	\$125.00
Wildlife Research Intstitute Speaker Fee/Donation	\$500.00	Membership dues	\$795.00
Postage	\$32.80	Interest earned	\$1.72
Mt Olivet Retreat Center	\$200.50		
Map For Non-Profits	\$85.00	Total Income	\$921.72
Katie Hoeschen reimbursment	\$23.00		
Adrian Treves speaker fee	\$223.12		
Hallie Wunsch mileage/newsletter postage	\$158.00		
Visions Multi media web page	\$46.00		
Print Shop newsletter	\$371.56		
Total Expenses	\$1,689.98		

Action item – Approve treasurer’s report.

- Standing Committees

- Program Committee (committee minutes in lieu of report)
 - 2008 Conference will be at Luther Crest, Friday-Sunday, Nov. 21-23. Luther Crest is on Lake Carlos close to Alexandria.
 - Costs/facility max: We will pay Luther Crest \$80/per person based on 105 people. Includes 6 meals and can take up to 170 people.
 - Theme decided on: The Darker Side of Nature – Exploring the underbelly of the natural world
 - Poisonous animals/plants, Insect eating plants, carnivores & cannibalistic animals, defense mechanisms (i.e. hognose snakes, turkey vultures, toads, porcupines, etc.), excrement, sex & mating, violence and predator/prey interactions
 - Strands: Natural history, Teaching, Administrative, new strand called “Hot Topics” which could cover things like: climate change, sustainability, etc.
 - Call for presenters In newsletter and on web – could go out via mail/email
 - Brainstorming for possible speakers or keynotes:
 - Reception/socials - Just to be food & socializing. No quiz show or other activity.
 - Conference Field trips – brainstorm
 - Keep close to maximize outdoor time and minimize drives.
 - Maybe do Lake Carlos State Park
 - NON-CONFERENCE FIELD TRIP IDEAS:
 - Dragonfly survey (in May there’s one at Nye N.Ctr that MNA members may be able to attend), fungus, eagles in Wabasha & visit the new Eagle Center, Sandhill cranes in Nebraska (spring 09), prairie chickens, ride the solar-powered pontoon at Warner N.Ctr.
 - 2009 CONFERENCE – will be near Marshall, MN
 - getting a contract for 2009. Lake Shetek?

- Information Network Committee Report (Hallie and Jodi)
 - The newsletter went out, a little bit late because of late submissions.
 - Discussed going to four newsletters a year for the following reasons: 1) Lack of submissions 2) Late submissions 3) more in tune with the seasons. 4) save paper 5) Higher quality newsletters would result if we had more time to work on them.

decided to wait until do a couple more newsletter to make this decision;

Discussed naming the newsletter – decided to open up to membership and offer free conference registration to winner;

- Discussed getting Adobe InDesign software for our computers. No access to printing software when we both leave our jobs in a few months... needed to make the newsletter: decided to go ahead and purchase it as long as isn’t to expensive (over \$200);
- Printing company – costs have gone up; Hallie will look into a new printer using eco-friendly materials and working faster;

Action Item – Discuss software purchase.- Hallie

- Created a newsletter editor email account: MNANewsletter@gmail.com
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- Gordon is staying on as website guru- Jodi and Hallie need to discuss with Gordon to figure out how the committee works.
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- Metro Training Committee Report (Katie)
 - Metro trainings have a home on our webpage; Tamarack on :June 9 – early childhood topic; talked about applying for a grant from Whole Foods to help pay for food; discussed upping the amount MNA will provide for food as way to promote buying organic foods; money for food – not speakers; decided to go up to \$150 per time;
 - Motion made to up funding for metro training; made by Hallie; 2nd by Rob
- Nominating Committee Report (Pam)
 - No report submitted.
- Legislative/Agency Liaison Committee Report (Jamie)
 - Vote Yes - Attachment : what stand does MNA want to take when asked to share information from organizations – information vs. advocacy; decided to have a formal set of guidelines in how to decide what to send out and what to not send out; Jamie will create guideline piece to share at next meeting for us discuss
 - MAEE teacher workshop – We’ve been asked to participate/facilitate networking time? But MAEE hasn’t followed up so we won’t be providing any activity; decided to not bother being an exhibitor because wouldn’t be of a benefit to us;
 - NAI – missed their regional conference in Rochester; but need to plan ahead and get display materials so will be ready to have display there; Rob will contact Amy Rager to see if a Master Naturalist with a graphics background would be willing to create our displays;
 - Master Naturalists – We missed their conference but brochure sent; will become an annual event in late April; will plan on having an exhibit there next year; .talked about inviting MAsTer Naturailistst to share their capstone projects
 - Children and Nature Network: moved to next meeting since she wasn’t able to make it; Partnership w/MN Children and Nature Connection.(is a state organization devoted to getting kids and families outside)
- Ad Hoc Committees
 - Promotion and Outreach Committee Report (Teresa)
 - Created a brochure about MNA for Laura Duffey to take to the MN Master Naturalists’ Conference May 1-2; used website info; had a short time to create this, so will do a more detailed job when have more time;

Action Item – Official MNA brochure or creation of periodic pieces dependant upon need. **have one reeady to give to Katie for Metro Training June 9**

- Environmental Stewardship/Scholarship (Mara)
 - Updated forms for application to reflect scholarships available for more than just our fall conference; changed it to be combine Sterwardhips and scholarship funds;
- Fund Raising (Krista)
 - Working on fundraising documents to share with potential donors. Please read the attached document and provide written feedback on it before the end of May. Letter to be sent out with supporting documents in June.
Discussion Item – What we're going to ask for – Money/Goods/Services to use to sponsor keynote speakers, etc.
- Old Business
 - Board Chair Training update.
 - Thinking like board vs thinking like staff/wearing different hats and knowing it.;
 - 12 Principles of Exceptional Boards
 - Elevator Speech
 - Board member agreements and conflict of interest statements
 - Nominating Committee should really be nominating and training/governance committee
 - Looking at downside to any action discussion even if all agree. Devil's advocate.
 - Fundraising
- New Business
 - Set board meeting schedule for year
July 1(T); 5-7 pm. Teresa's house
September 2 (T) 5-7 p.m. Joel'S HOUSE
November 21– at conference
 - Ways to pay for membership – Kirk Mona; won't do anything about it now, but will consider it for the future as more people go paper-less
 - Budget Mock Up – Jamie will do this
- Discussion Items
 - Board Check in – Review Committee Goals/Mission – 5 months in/where are we/ what support do you need: Hallie needs articles and to get them in on time;
- Accountability Chart
 - Who is doing what before next meeting.
 - Budget – Jamie
 - Brochure – Teresa
 - Graphic designer through master naturalist – Rob
 - Jamie contact mara to have one committee
 - Jamie- guidlelines for legislative stuff

Katie – write an article for newsletter

- draft guideline for food reimbursement for Metro trainin- organice;
- Hallie – publisher info and buy new software; name conotest
- Pam- writing checks; working on program committee;

- Board Meeting Evaluation
- Next Meeting - May 2008
 - NCLI legislation - invitation to AK Kerber to discuss
 - Mentoring Ideas/Intern Training Opportunities/Student section of MNA
- Adjournment6: 24 Hallie, Joesl

Attending: Hallie, Katie, Pam , Teresa, Jamie, Joel, Rob

Not here: Jodie, Mara,, April, Krista

Joel's new address

23150 Manning Trail North

Scandia, MN 55073