



Executive Committee Meeting
4:30 pm EST March 8, 2010
Conference Call Minutes

PRESENT: Glen Blankenship, Bill Bosshardt, John Brock, Jim Dick, Paul Grimes, Jan Mester, Helen Meyers, Helen Roberts, Kim Sosin (executive secretary). **Absent:** Pam Smith and Julie Heath.

I. Call to order

Helen Meyers called the meeting to order at 4:35 pm EST.

II. Review and approval of minutes from February 25, 2010

Minutes were approved with two corrections (the spelling of "Bosshardt" and times of future meetings at 4:30 Eastern time).

III. Treasurer's Report

Helen R. reported that everyone on the executive committee should have the forms for reimbursement for Oklahoma City travel. We have paid for the conference room, but not the full cost of the conference. She doesn't have the registration fees yet. We paid the hotel about \$2000 for facilities after Sue Lynn reviewed the bill from the hotel. Sue Lynn deposited the individuals' registration checks and will reimburse us with one check.

IV. Update on notifications on Mini Grant Proposals

Paul sent the letters to last year's mini-grant awardees who have not reported activity, giving them a March 31 deadline to submit their final report in order to receive the funds. He has been told that Margaret Brooks, Massachusetts, will take her trip in March. None of the others have contacted Helen Roberts or Paul or Helen Meyers. Three are still outstanding.

The six we approved for 2010 have been sent a letter, and the four we did not accept have also been informed. We have two alternates waiting for approval, depending on the results of the 2009 recipients. We usually send out something to the membership. Jan suggested that we call the 2009 recipients to find out how many are going to follow up. The committee decided that we will wait until we know how many we will be awarding before making the NAEE-wide announcement.

V. Membership Committee Update

Bill reported that the committee will have a conference call within the next two weeks.

VI. Old Business

1. CEE/NAEE Conference Plans – NAEE will do the reception. Glen and Jim will put together a session for non-council director attendees.
2. Online Platform for Globalization – Patty Elder request – Helen M. emailed Patty and told her there is a lot of interest in the network, and suggested that she organize a conference call. Helen hasn't heard back from Patty yet.
3. Assigning committees to new members. The following were assigned, and the executive committee liaisons, in parenthesis, will call them.
 - Claire Melican: publications (Glen)
 - Caryn Rossiter: international (John)
 - Connie Genger: professional development (Jan)
 - Jeff Sanson: technology (already assigned)
 - Bev Brewer: professional development (Jan)
 - Robert Pennington: research (Bill)
 - Jennifer Cornell: professional development (Jan)
 - Lesley Mace: research (already assigned)
4. Online videos from the Oklahoma City PD conference – It was suggested that we have a “teaser” video on the web and put the others on Econ Workbench. After a discussion about how many to put online and where, the Exec Committee decided to review them before making a decision.

VII. New Business

Kim is creating a NAEE Facebook Fan page.

Helen M. will be unavailable on April 12th, the next scheduled meeting. Bill will chair the April meeting.

VIII. Adjournment

*2010 Conference calls (note updated call time please):

March 8, 4:30 pm EST	August 9, 4:30 pm EDT
April 12, 4:30 pm EDT	September 13, 4:30 pm EDT
May 10, 4:30 pm EDT	October 11, 4:30 pm EDT
June 14, 4:30 pm EDT	November 8, 4:30 pm EST
July 12, 4:30 pm EDT	December 13, 4:30 pm EST