

**Association for Conservation Information
Board of Directors Meeting
Minutes - OFFICIAL
Louisville, Kentucky
July 20, 2010 11:45 a.m. - 1:30 p.m. (EDT)**

Officers Present: Nels Rodefeld (President); Scott Ball (Vice President); Don King (Secretary); Bob Wines (Treasurer)

Members Present: Marianne Burke, Lindsay Deering, Michael Gray, Micah Holmes, Stephanie Hussey, Jeff Williams, Kim Nix

Also Present: Kay Ellerhoff, Thomas Gresham, Dottie Head, Judith Hosafros

Call to Order and Approval of Minutes

Nels Rodefeld called the meeting to order and called the roll. A motion to approve the minutes from the last membership meeting in Baton Rouge, Louisiana, was made by Marianne Burke made and seconded by Bob Wines. Motion carried.

Treasurer's Report - Bob Wines:

Copies of the report were distributed to members. Bob Wines reminded members that auditors had warned that a balance of \$100,000 or more could be problematic for the ACI non-profit status.

Nels appointed Judith Hosafros to lead an ad hoc committee to audit the report and share the results of their findings at the annual membership meeting on July 22, 2010.

Bob Wines reported that his work situation would not allow him to continue as Treasurer of ACI. He asked that he be relieved of his position as soon as a replacement could be found.

Nels asked Jeff Williams to head a nominating committee to seek a replacement for Bob as well as for Monica Linnenbrink, who had to step down from her position as ACI board member.

Nels stated that Chuck Schlueter (South Dakota) had expressed interest in being Treasurer if he was needed.

There was discussion regarding the awards budget for plaques and/or trophies. Marianne spoke of her understanding of increasing the budget at the membership meeting in Baton Rouge. There was more discussion regarding the benefit of keeping the increased budget and the benefit of lowering the budget by offering only paper certificates for second and third places.

Nels offered printing services from Oklahoma to help save costs to ACI. Scott Ball stated he was willing to delete the travel budget for the ACI President if another board member was able to attend the AFWA and other appropriate meetings at his/her agency's expense to represent ACI.

Kay Ellerhoff asked if Stephanie Hussey could represent ACI at the AFWA and other appropriate meetings. Stephanie agreed to consider the request.

Bob Wines suggested seeking sponsors to help offset the cost of awards by sponsoring various categories.

Lindsay Deering offered to have Ohio host the ACI website as a cost saving measure. Discussion followed concerning the working relationship of Jeff Eschler, ACI webmaster, and the hosting company.

Micah made a motion for the budget to be approved. It was seconded by Jeff Williams and passed by voice vote.

As a follow up to the previous discussion about the treasurer's position and budget, Bob Wines asked that the ACI board consider selling or donating the ACI laptop that he had been using for budget purposes to him, rather than pass the current computer on to the new treasurer. Nels stated that the board would consider that request.

Nels reported that New Hampshire has requested a dues waiver for their agency so they can continue to participate in ACI. Their department does not allow for the paying of dues. A motion was made to approve that request by Bob Wines and seconded by Scott Ball. Motion passed.

2010 Conference Report:

Michael Gray reported that the projections for participation in the 2010 conference were off. He had projected 90 registrants and has currently registered 70. He suggested considering raising the registration fee for future conferences. Discussion followed and the majority opinion seemed to be that for future conferences, the fee should be set by the host state based on local costs and other factors. Michael also noted that the conference in Louisville was going to incur more cost for ACI because of the high number of scholarships offered this year, which totaled \$10,000.

Judith Hosafros suggested counseling the future host states regarding potential cost savings and things to watch out for while planning future conferences.

Marianne suggested searching for sponsors for scholarship funds to allow more to attend the conferences without costing the host state or ACI.

2011 Conference Report:

Vicki Ervin (Ohio) reported that the host city will be Cincinnati, Ohio, and the hotel will be the Hyatt, offering a conference rate of \$79 per night. She also reported that an event-planning company had been secured to work with their team to plan the conference. It was suggested by Scott Ball that the new treasurer work with Ohio to facilitate payment to the event-planning company. He also moved that the report be accepted. The motion was seconded by Stephanie and motion carried.

2012 Conference Report by Kay Ellerhoff:

The National Conservation Training Center, (NCTC) has ACI on its calendar for the 2012 conference. She also reported that Utah was the last western state to host an ACI conference (2005). She said she was looking in that direction for the 2013 conference. Possible host states might be Arizona or Utah.

2010 Awards Committee Report:

Thomas Gresham (Louisiana) asked that a new nominee be considered to take over the awards chairman duties. Kim Nix volunteered and was appointed as the new chairman of that committee.

Thomas proposed raising the entry fee on all categories from the current \$20 per entry to \$30 per entry. Jeff Williams and Randy Zellers (Arkansas) suggested seeking corporate category sponsorships for the awards to help cover the cost of plaques and trophies. Nels suggested certificates for the second and third place winners to bring costs down. He also reminded the board that historically, the awards program brought in significant dollars for ACI.

It was also suggested that a congratulatory letter be sent to each respective Director regarding the awards won by their agency in the ACI awards competition.

New Member Approval:

Nels noted that the Council for Environmental Education, the Aldo Leopold Group and Christin Schrader had all applied for membership with ACI.

Nels made a motion to accept the new members and Micah seconded. Motion carried.

Policy and Procedure Change Proposal:

Nels read the following as possible addition to the Policy and Procedures of ACI:

Policy and Procedure 8:

Replacement of Board of Director members (other than officers)

If a member of the board of directors leaves for any reason during their tenure on the board, then the board of directors may nominate, through the nominating committee, any other qualified person to fill the remainder of the term.

Stephanie moved to accept the proposed language with the option of slight revision before placing it in ACI Policies and Procedures manual, and Micah seconded. Motion carried.

Reports on the Balance Wheel newsletter and Scholarships will be given at the membership meeting on Thursday morning, July 22, 2010.

Motion to adjourn by Stephanie was seconded by Michael. Motion carried.