

NAI Great Lakes Region 4 Annual Meeting 2022
Full Board Meeting Minutes
January 13 1:00-4:00pm
January 14 9:30am-4:00pm
Pokagon State Park Inn



Present: Aaron Douglass, Renell Roebuck, Debbie Nofzinger (1/13), Mandy Martin, Jennifer McDowell, Hannah Teshka, Marie Laudeman, Brianne Warthman, Lindsey Harrell, Kaitie Janecke Soltesz, Paul Cypher, Jim Witter

Guest: Fred Wooley

Strategic Plan Discussion

A: Creating new leaders: recruiting long term members as mentors to new/younger members

As board members it is our responsibility to share the information about NAI

It can be intimidating as it can tend to be clicky

Try to draw at least 2 people in and cultivate and groom them

Board and committee members should try to recruit others as mentors

A framework for mentor/mentee relationships provided by our region;

A welcome email or reaching out to new members to get them hooked and involved which will include inviting them to a mentorship program

Scholarships are crucial and on the National level they're going to try to create a clearinghouse of scholarship opportunities

B: Meet the needs of members through relevant programs/services

Meal time is important for networking at conferences/workshops. Unfortunately, meal plans are expensive at conference sites

Virtual networking-through zoom known as:

4CAST-FOURCAST (Great suggestion from Brianne)

Once every 6 weeks, can a committee member run it?

Trivia, scavenger hunt, draw an image from a description, most embarrassing interpretive moment

Need a schedule: assigned to different committee members, quarterly

Kaitie volunteered to do the first

Hanna will make a schedule through the wheel of names to schedule the rest

C. Collaborate with regional, national, and global partners

to advance and advocate for the profession

D) Be the driving force in addressing the issues of inclusion, diversity, equity, and accessibility (IDEA) within the interpretive profession.,

At national level there is a huge incentive to include jedai including land acknowledgement with an indigenous tribe. Include indigenous people in the sessions to keep the awareness up. It's more than just black and white. It's cultural, socioeconomic, race, ethnicity, sexual preference, disability etc.

What are other sites in our region doing to reach these different groups?

Guided facilitators at round tables are necessary

Color coded tracks/shapes codes

Board and Committee Member Updates

Jennifer McDowell (outgoing Deputy Director)-regional virtual workshop review, thanked the committee for putting together an excellent virtual event.

Shared screenshots of several sessions and the activities that took place during those sessions

Renell Roebuck-Treasurer

\$8,995 Training revenue

\$330 bird a thon

\$2,370 auction

\$11,695 total

Conference expenses

\$1,518

Members expenses

\$525

Admin

\$150

Fundraising/Scholarships

\$3,094

Misc.

\$575.50

Total expense 2021: \$5,763

Net: \$5,931

With one more quarter to verify

Expenses

Awards: \$700

Memberships: \$300 of comp memberships

+\$100 in addition misc.

IPG: \$2000

Ways means: \$1000

Communications:

Scholarships:

Archives: Cookie \$150 goes to Ball state for storage of digital copies and physical items as well

She will need access to the google drive as well. Especially RIW items need to be archived. Create a google folder for board and committee member to add photos

Paul Cypher-Awards Chair

Full committee, taking nominations for awards until Feb. 4,2022.

As there is no regional, will wait to see how the award ceremony may look.

Will they be mailed out or in person at the National Conference?

Just one plaque as the award

Kaitie Janecke Soltesz-Communications:

2 new members

One from Ontario and one from John Ball Zoo

Member duties include:

Website updates

Removing old links

Job posting board under member services

Installed a stat counter on the website to monitor page visits

Newsletter: increase in open rate of four thought newsletter of 17-27%, part of is filtering the 'dead' accounts on MailChimp, goal is to get it down to people who actually want to receive the email, currently 1,081 members

Continue sending Kaitie items to add the four thought!

Social media-keeping the sm engaging and relative, compiling a list of interpretive sites in our region, finding new sites to share their information even if they aren't part of our organizations,

Member of the month highlight

A few new members from IN or Ohio would be very helpful

Created Gmail accounts for all board and committee members along with the Google Drive for all documents

Jim Witter-Interpretive Project Grants

Checking in with committee members in the next couple weeks

Advertising of grant distribution in recipient areas

Members of region 4 applied for grants for projects outside of the regions-the site receiving the award should be in our region, along with living or working with our region

Grant applications are due by August 1st, 2022

Would it help if the grant application was sent out early as a brief reminder and then followed up with more advertising closer to August?

AARON MAKES MOTION THAT CURRENT IPG CHAIR UPDATES WORDING AND RULE THAT GRANT RECIPIENTS MUST LIVE OR WORK IN THE REGION.

RENELL 2ND

FAVOR- AARON, RENELL, MANDY

OPPOSED:

Motion Passed

Brianne Warthman-Membership

Will put information in membership folder in Google Drive

Reached out to Jamie King for access to the dashboard

Generate emails to lists of people about what the Region does, including new members, lapsed members, current members

Increase communication with new members sharing information about Four Thought, social media etc. through the dashboard and export in to excel

Including a greeting and photo from the director (Aaron)

Include (Kaitie) a new members page on the website

Is there a need for additional committee members? Possibly one or two to assist would be helpful, advertising can be included in the Four Thought. It can be helpful to have members in other states especially when reaching out and welcoming new members

For comp memberships will it be ok to create a google form and offer that along with the paper/email

Comp membership forms are due end of April

Promote by beginning of March

You can self-submit or someone can nominate you

Have 5 people to review the application

Rank 1-5

Can use the process that scholarship committee uses to evaluate applicates

Can committee members be in more than one committee? No, not ideal.

Complimentary membership restriction states lapse of 1 year.

The rating process should include a needs assessment along with timing of lapsed membership. What are the circumstances leading to the need for a complimentary membership?

Current membership application says; to qualify for a complimentary.....not have had a NAI membership for at least a year.

Criteria: add "or have extenuating circumstances of financial need."

Aaron made a motion to add text to the complimentary membership application on the line that states that the applicant must not have had an NAI membership for at least a year. Add the additional text as follows: or have extenuating circumstances/financial need.

Renell 2nd

Favor: Aaron, Renell, Mandy

Opposed:

Motion passes

Brianne and Renell have been discussing revamping how the bird-a-thon process with updates projected for 2023.

Marie Laudeman & Hannah Teshka-Scholarships and Grants

Will carry over a balance from the last 2 years. Would like to do 5 scholarships at \$750 to go to national this year (2022)

4 people for \$350 to regional in 2023

Professional development-\$150

Total would like to spend if \$5,300

Renell makes a motion that we accept scholarship amounts for national and regional conferences at \$750 for 5 people and \$350 for 4 people.

Aaron 2nd

Favor: Aaron, Renell, Mandy

Opposed:

Motion passes

Access to the dashboard helps to know if members are current before receiving a scholarship.

Scholarship applicants should be in the region for the funds they are applying for.

Aaron makes the motion that the same criteria for applicants that apply for interpretive grants applies to members who are awarded scholarship funds. Applicants must live or work in Region 4 to be eligible.

Renell-2nd

Favor: Aaron, Renell, Mandy

Opposed:

Motion passes

Hiking challenge will be brought back for 2023.

When money is transferred from scholarship funds to ways and means there is no form or line item.

Renell-send her a disbursement form that specifically states Region 4 and can be kept for her bookkeeping **

Lindsey Harrell-Ways and Means-online store had been delayed; region 4 booth at the national conference in Cleveland will be beneficial for members

Quarterly Meeting Dates:

March 14, 2022 3pm

June 20, 2022 3pm

October 3, 2022 3pm