

**NAI Great Lakes Region 4 Meeting
Executive Board Meeting Minutes
June 4, 2021
10:30 am EST
Zoom**



Present: Debbie Nofzinger, Renell Roebuck, Hannah Teshka, Kaitie Janecke-Soltesz, Michelle Fournier, Paul Cypher, Victoria Zablocki

Director's Report: Debbie Nofzinger

Debbie requested a motion to approve the minutes from the previous meeting

Renell motioned to approve

Debbie seconded the motion

Elections coming up- Debbie and Jennifer McDowell's terms are expiring

Debbie has to check the job description and then have that information put up on website and social media,

If you know anyone interested and who may be a good fit, let Debbie know, hopefully with new revisions it will attract lots of people

Election information should be in to National by September or October

Advisory committee meeting yesterday, they're prepping for the national conference, the schedule isn't set yet but the conference will be hybrid

Nothing place for Cleveland 2022, they really don't start planning until the national of the previous year is complete

Hannah asked when regional activities will take place during the national conference. That is yet to be determined

Debbie suggested creating generic Gmail accounts for NAI committee which will be so helpful for keeping all information compartmentalized, organized and easy to transfer

Deputy Director's Report: Jennifer McDowell (given by Debbie Nofzinger)

The RIW was great. It was organized, well put together and attendance was at 111 registered and 8170 gross revenue.

Jennifer sent certificates and thank you notes, carbineers as gifts,

We need to put together a committee to evaluate how the conference are run.

Encourage RIW participants to review conference website for all the added resources and sessions you may have missed. They did a great job.

Please encourage IN members to reach out for interest in 2023. Jennifer is following up with one person who discussed Indiana earlier.

Jennifer identified a few folks from past RIWs for the review committee and will now be sending the invitation to confirm participation.

Secretary's Report: Mandy Martin

All code of ethics forms were sent in to National.

Mandy will be updating the OneDrive with current committee members this summer

Treasurer's Report: Renell Roebuck

Renell reported on the figures from the regional conference \$8170 gross

Net just over \$7,000 from conference

15 comped memberships should be taken care of

Birdathon Update: Ontario 193 birds, Ohio 166, Indiana 112, Michigan 81

Committee Reports:

Awards:

Paul Cypher-talked to Kaitie about email to recruit a fifth person for awards committee

Awards totaled \$400, shipped for \$125.56, national will reimburse him,

2020 award group asked to send a video but didn't receive much response

Don Werling wondered why we weren't doing press releases about award recipients, Kaitie and Paul did some very fundamental press release stuff, he didn't understand why all of our press releases are done through social media, they put together a generic press release to be sent to award recipient so that they have their employer send the release, so either the nominee or nominator can make a list of local media outlets, then awards chair will draft a generic press release proofed by communications,

Victoria- send Paul a copy of what you do, we'll table the discussion for now and then we'll come back

Communications:

Kaitie: donations for chicken auction aren't quite finalized, Kaitie asked Renell- when you contact Jamie at National and after Kaitie hears back from deb, in an effort to make sure all accounts are accessible Kaitie would like to create the NAI emails for communications, she will put the list of accounts on the one drive along with passwords,

Kaitie will look into what system will work best for us and compile

Mail chimp –needs purged, Facebook post urging members to check the box on the nat'l website, you have a section for your communities, if those aren't checked, email is still on MailChimp even if they're aren't members, she is deleting people on MailChimp if they're not on the current membership list

Deb says on a yearly basis, delete everyone and input everybody from national, current membership is 1,088 so there are a lot of extras on that list

If you have openings on your committees let Kaitie know by June 9.

Also look over website and let Kaitie know if there are any changes that need made about your information, committee members, contact info...

Job posting page: links need updated, what else does that page need? She takes them from NAI region 4 members,

Try to send info to Kaitie within two weeks

Victoria- waiting for applications to come through, will get info to Kaitie for communications

Scholarships and Grants:

Hannah- \$2365 from hiking challenge and auction, there are plenty of hiking challenge stickers left

National Workshop scholarships are due June 30- so far she has received 1

Spent \$140 on professional development out of \$300

How does money get transferred from one committee to another? Renell asked if there was a form, she was told no. The transfers are done internally; Debbie and Renell will discuss further

Ways and Means:

Michelle-chatting with Jamie about website, reached out to another region about shipping costs, all items inventoried, she will calculate shipping and hopefully website will go live soon, hats will be available, LOGO on hat! It's FREAKIN' AWESOME, Debbie asked for Michelle to send her the inventory list.