



NAI Great Lakes Region 4 October Conference Call Minutes

October 6, 2016
2:30PM EST

Present: Deb Nofzinger, Jenn Kirts, Bob Dispenza, Liz Emerson, Jill Vance, Kelly Bentley, Becky Parkin, Renell Simrau, Cookie Ferguson, Jenn Wright

Not Present: Jennifer McDowell, Aaron Douglass, Dorothy McLeer, Amy Gregg, Nora Sindelar,

Director's Report – Deb Nofzinger

- National Interpretive Workshop (NIW) – Deb will be attending this in Corpus Christi. During the workshop, the Advisory Council will be meeting. Right now the Advisory Council is amending some of the policies in an effort to update them and get things in order.
- We will look into getting a table at NIW to sell some of our items. We have to figure out how to transport the things down to the conference.

Deputy Director's Report – Deb shared this report on Jennifer McDowell's behalf

- Regional Workshops (Ontario - 2017, Michigan - 2018)
- Upcoming Region Interpretive Workshop – Scheduled for April 24-28, 2017 in Ontario. They are working on something for the communication team as a passport reminder. Jennifer is beginning to check out bus transportation including costs, where it would stop, etc. We have to look into insurance policies and crossing the border. The hotel contract is nearly done. When that is complete the National Office and Deb Nofzinger will sign on it. The Call for Presenters has been posted and the deadline has been extended to 10/21. Presenters will be notified on 11/11. The committee is getting close to setting the registration fees. Committee members will be contacting board members about different parts of the conference soon (marketplace, auction, etc.).
- The 2018 RIW will be in Michigan. Maurine Stine is the chair and is recruiting members. It looks like it will be in Traverse City, MI. Date shave not yet been determined, but it will likely be in March or April.
- The 2019 RIW will be in Indiana. We are currently seeking a chair and a location.

Secretary's Report – Jenn Kirts

- Board minutes from this year have been sent to Dan, but she has not yet received a response nor have they appeared on the website.
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Treasurer's Report – Bob Dispenza

- Deb Nofzinger started the report stating that Bob Dispenza has been out of town and Deb has been handling disbursements, but we are in good shape financially.
- Bob Dispenza connected to the call and said we did well with the RIW in 2016, ending in the black. The last bit of Bird-A-Thon money needs to go into the account. We have the highest reserves of an Organization Unit and are doing fine..

Committee Reports

- Archives – Cookie Ferguson – Nothing to report.
- Awards – Liz Emerson – The deadline for 2017 Regional awards is February 1st. It will go out in the FourThought on December 21st. It could also go on website and Facebook. 2017 is her last year as chair, Laurel has expressed interest in taking over as chair.
- Communication – Deb Nofzinger reported on behalf of Aaron Douglas who was absent. Reminders are going out for the 40 Second 4 though. The webpage is doing okay, but a few things haven't been getting in.

- Interpretive Project Grants – Kelly Bentley – We had 15 applicants so the committee did lots of reading and grading. Despite these high numbers, the committee got things returned on time. Kelly Bentley recommended that we fund the top four applicants at the following rates: 100% for the first, 75% for next two, 50% for the fourth. The top applicants in order were: Great Parks of Hamilton County – Nocturnal Adventures Program – Equipment for bat program; IDR Upper Wabash Interpretive Services – Plant and Solar energy display; Cleveland Botanical Garden – Lego Exhibit; Nature on the Go – Watershed program. Kelly Bentley asked if we used their Tax ID number for any reason. Jenn Wright suggested that National may use it to document to whom the money is going. Kelly Bentley will complete the disbursement forms, get them approved, and notify the winners.
- Scholarships and Grants – Jill Vance – Jill did not participate in the phone call due to technical difficulties. She filed this report after the call via email: Danesa Stolz and Rick Stronks are the recipients of this year's NIW grant. The 2017 RIW grant application (Canada!) is now available on the website.
- Membership – Renell Simrau – Thanks to Debbie Nofzinger for getting the free memberships processed. These new members should have received notification last week.
- Student Involvement Committee – Dorothy McLeer/Amy Gregg – They were not present and no report was provided.
- Ways and Means – Nora Sindelar (not present) & Becky Parkin – Becky reported that she and Nora have been talking about a new book to work on for 2017 and that they will likely revamp an older booklet. They suggested working on the weather booklet (it was done 15-20 years ago). They are also going to order more shirts if we have a table at NIW. Nora has the info on how many were sold at RIW. We at least broke even, and may have made money. Nora is working on figuring out how to sell things online, she was talking with Dan for a bit on this, but we haven't moved forward recently. We're okay on supply for most booklets. Discussion about a table at NIW included how to get people to the table. Suggestions of a raffle or dressing up were both made. Deb Nofzinger will work with Becky and Nora about getting materials (books and shirts) down to NIW.
 - 2017 Nora Sindelar and Becky Parkin are off of Ways and Means. It's time to work on finding a replacement.
- Strategic Plan – Jenn Wright – She found the notes from the strategic plan in 2015. Shannon Young had come to facilitate it. In 2015 we created an operational plan because we are using National's strategic plan. There were several categories including Heritage interpretation, Members, Organizational Units, and two other categories, and each area had 3 or 4 goals. Jenn Wright will email folks who were listed here and remind/tell them what they committed to doing. If we do this every other year, we would be due to do this in 2017 to either review the document or make a different choice. Jenn Wright will send the document to everyone. We need to decide in the next month or so about what we want to do in January. Right now it's laid out that we will do an Executive committee meeting on Thursday morning, The operational planning would take place on Thursday afternoon and evening and then the regular meeting on Friday (13th). Everyone would have to be there January 12 and 13, 2017.

Final Comments – Deb Nofzinger – Deb Zofzinger and Liz Emerson will be attending NIW. We will have a Regional meeting at NIW which will basically be a re-cap of this meeting. Deb will also meet with the Advisory Board during the NIW. She will send a mini report after the meeting and will update us further in January.

Meeting adjourned at 3:05pm

Next Meeting: January 12 & 13, 2017

Pokagon State Park

Executive Board: Morning of January 12

Operational Planning: Afternoon and evening of January 12

Regular Meeting: January 13