

**EIE Spring Board Meeting
March 28, 2007
Hawthorn Court, Ames**

Members present: Dennis Molitor, Amy Asmus, Mary Foley, Don Goering, Steve Devlin, Willy Klein, Judy Hensley, Linda Nelson, Ober Anderson, Kristin Taylor, LaVon Eblen, Judy Levings, Sandy Scholl, Kendra Crooks, Linda Fischer and Joe Leisz

Call to order

Meeting was called to order at 9:30 by Chairperson Dennis Molitor. Roll call was your reaction to moving daylight savings time up a few weeks.

Secretary's Report

Kristin Taylor presented copies of minutes from the last board meeting. Steve Devlin moved to accept the secretary's report as presented. Seconded by Sandy Scholl. Motion passed.

Treasurer's Report

Account balances:

Expendable account

Total receipts - \$43,202.38

Total expenses - \$8,562.12

Cash balance - \$34,640.26 (includes \$6,472.80 in outstanding grant awards)

Endowed account - \$369, 205.71

There is \$11,000 in earmarked for the Herb Howell grant - \$10,000 of which will be allocated when a grant recipient is selected. There is \$23,000 that can be allocated for individual staff development and innovative program grants.

The board requested a very simple summary sheet of the treasurer's report - income, expenses, and amount available for grant distribution.

Fundraising/Silent Auction

Joe Leisz reported on plans for the upcoming silent auction to be held at ISUE Annual Conference. The board discussed the importance of the silent auction as an event to raise awareness of the organization and a fundraiser and re-visited an item from the last meeting about a possible raffle. Joe emphasized that there must be a raffle item that people are interested in and volunteers to sell tickets. A majority of the board was available to sell tickets. Possible items: an item donated, dinner at the Knoll hosted by President Geoffroy, or 150th anniversary memorabilia. Joe will ask Jack Payne to request President Geoffroy sponsor a dinner to donate to the EIE fundraising campaign.

Joe will be able to help this year with the auction, but suggested we needed to add committee members to help with coordination of annual conference. Joe asked for volunteers to help with follow-up thank you notes. LaVon Eblen agreed to help write thank you notes and Amy and Kendra volunteered to help the day of the silent auction. Amy volunteered to help solicit items. If possible, a

photo in advance (starting in August – September) is needed for the auction Web site and donors are asked to bring the item the morning of the first day. A goal to raise \$2,500 from the silent auction and raffle was set.

Ober will try to get a flyer included in the retiree's newsletter about EIE fundraising.

Marvin A. Anderson scholarship extension request

Kristin Taylor requested a 6-month extension on spending the Marvin A. Anderson scholarship she was awarded in April 2006. She mentioned how it had been difficult to spend the full scholarship in one year as the guidelines require and wondered if it was appropriate to increase the time period to spend the funds due to the increase of the Marvin Anderson scholarship from \$1000 to \$2000 approved in April 2006. Mary Foley moved to increase the period of time allowed to spend Marvin Anderson scholarship funds to two years. Seconded by Steve Devlin. Board members questioned if two years was a long enough time period to spend funds. Mary then amended the proposal by specifying that an extension can be requested in writing to the EIE board, if necessary. Seconded by Judy Hensley. Motion passed.

Marketing Committee

Willy Klein reported on marketing efforts:

- The new EIE logo was printed on notecards and used on the thank you cards to silent auction donors.
- The committee thanked board members for continuing to send out email messages reminding staff of grant opportunities.
- Marketing committee continues to try to gain more prominence in how the EIE Web site is accessed from the ISUE homepage.
- A display at annual conference showcased previous grant recipients and Dennis and Linda Naeve presented a workshop about the Herb Howell grant to about 20 people.

Herb Howell Grant

The board reviewed and discussed the Herb Howell grant applications. Steve commented on the high quality of the pre-proposals and the increase of innovative program grants submitted this funding period. Linda asked if we should limit the length of the proposals to help people focus to answer questions more clearly – number of pages or number of words. Sandy noticed that many of the grant proposals were buying staff time. Willy mentioned that it was not spelled out in the guidelines that staff time could not be bought out, so we must accept budgets that request reimbursement for staff time.

Three grant proposals were reviewed:

Strengthening Iowa's Future Workforce – Beth Fleming, Rhonda Wiley-Jones

Center for Government Programs - Alan Jensen

Ricochet: An Extreme Leadership Adventure – Steph Anderson, Lisa Berkland, Karen Byers, Amy Fuglestad-Nahnsen, Cheri Hardison, Earl McAlexander

The EIE Board voted to fund the Ricochet project for 1 year. By accepting the 1-year proposal, the Ricochet project has the opportunity to come back to seek a second year of additional funding by submitting a pre-proposal in January 2008. Joe will draft comments back to the Herb Howell grant applicants and Dennis Molitor will distribute letters.

Grant Applications

In reviewing grant applications, a question about grant requests for events that had occurred in the past was raised. The board agreed not to fund past events and requested that information be added to the grant criteria on the EIE Web site.

Seven individual staff development applications were reviewed, resulting in distribution of \$1,950:

- Richard Jauron – not funded
- James Romer – not funded
- Kelvin Leibold – not funded
- Beth Fleming – funded at \$650
- Chris Seeger – funded at \$750
- Kaela Black – not funded
- Madelyn Ridgeway – funded at \$550

Eleven innovative program applications were reviewed, resulting in distribution of \$10,700:

- Iowa Political Caucuses – Michael McCoy – not funded
- Partnering with Communities – Kim Greder – funded at \$2,500
- Health and livestock producers – Barb Anderson – not funded
- Developing the Planning Officials Academy – Alan Vandehaar – funded at \$700
- CSI – Jasper County – Alan Keninger – funded at \$2,500
- Caring for Yourself Video Series – Janet Brown – funded at \$2,500
- Ricochet – Lisa Berkland – not funded
- Connections Count – Gene Mohling – not funded
- Resource Conservation and Water Quality Curriculum – David Brown – not funded
- The Clear Solution – Sharon Wasteney – funded at \$2,500
- Mapping a Better Education – Monica Haddad – not funded

Linda Fischer moved to accept the \$12,650 in grant distribution proposed by the board. Seconded by Judy Hensley. Motion passed.

Review of grant application outline and procedures

Mary requested that in future grant periods, a list of all of the grants that we should have received for review via email and the amount of money available for grants distribution is sent to board members.

Steve moved to modify the EIE Web site to extend Marvin A. Anderson scholarship funding to being spent in two years and allow for written request of an extension and to add to all grant category

guidelines that we will consider activities that have already been completed. Seconded by Amy. Motion failed.

Lavon asked about the budgets that come in with grant applications and asked that the guidelines give more detail. Information currently posted on the Web site was reviewed. Steve volunteered to look over applications before the deadline to check budget. Board determined that they didn't need to take that responsibility and asked Kristin to remove the word 'summary' out of the budget section of the grant application guidelines on the Web.

Linda Nelson suggested a place on application to ask:

- Have you received a grant before? If yes, when?
- If you are partially funded, will you continue the project?

Linda also questioned if the board should:

- limit the length of the Herb Howell grant proposal.
- allow Herb Howell grant applicants to come and present
- ask for letters of commitment or support from partners in Herb Howell grant

Questions were raised about whether or not grants should be pre-screened before the board sees them and if there was a subcommittee that judges the Herb Howell pre-proposals. Board decided that having the entire EIE board review the pre-proposals and final proposals brought helpful insight and representation across all program areas. Sandy moved to limit Herb Howell pre-proposals to two pages plus one page for the budget. Seconded by Judy Levings. Motion passed.

Joe suggested that we may not want presentations because of the cost of travel/staff time involved to present and mentioned that we should look favorably on grants that include a letter of commitment for final proposals.

Board Elections

Six board member's terms end in June; 5 have agreed to re-run and Linda Fischer is retiring. Linda Fischer moved to re-appoint Steve Devlin, Willy Klein, Kendra Crooks, Judy Levings, and Linda Nelson to the EIE board. Seconded by Judy Hensley. Motion passed. The 6th board member will come on board after Lois Hunt finds a representative from the Southeast area to fill the vacant seat.

The nominating committee asked Dennis Molitor to continue as chairperson to work through the first year of the Herb Howell grant. Mary moved to have the slate of officers – Chairperson – Dennis Molitor, Vice chairperson – Linda Naeve, Treasurer – Don Goering, and Secretary – Kristin Taylor begin July 1, 2007. Seconded by Sandy. Motion passed.

Next meeting was set for Thursday, September 27, 2007; 9:30 – 3:00, location to be announced. Judy Levings moved to adjourn. Seconded by Linda Nelson.

Respectfully submitted, Kristin Taylor