

Announcement:
Meeting of the Willow Bend Environmental Education Center Board of Directors
and Guests

September 11th

4:30-6:00 pm – at Willow Bend

Willow Bend Environmental Education Center, 701 E Sawmill Rd, Flagstaff, AZ

4:30-4:45 - Welcomes, check in's

- **4:45 PM; Call Meeting to Order**
- **4:45 to 4:50 PM; Public Comments**
- **4:50 to 4:55 PM; Review and approve August minutes (Board may vote)**

Motion to approve the minutes from the August meeting

- **4:55 to 5:05 PM; Report/Updates**
- **5:05 to 5:25 PM; New Meeting Organization – Board transitions**

- **5:25 to 5:40 PM; New Grants and Projects**
- **5:40 to 6:00 PM; Upcoming Board Needs:**
- **6:00; Vote to Adjourn**

9/11/23 Notes

Attendees:

Staff – Moran Henn, Melissa Eckstrom, Ash Shields

Board – Michelle James, Mary McKell, Neil Weintraub, Jillian Wagner, Ariel Leonard, Jana Sterling, Andi Rogers

CNRCD– Tabi Bolton

- Call Meeting to Order
- No members of the public present. Therefore, no public comments.
- August Minutes - Neil motion to approve minutes, Mary seconds, Approved unanimously.
- Reports/updates
- Directors Report
 - Social media increase in activity
 - August newsletter out
 - ArtX and AZGFD grant – Melissa's idea puppet show with environmental education theme in partnership with Library (east and west)
 - Call to Board Members to help with materials – puppets, props, stage pieces (event is in May)

- Activity will include two challenges – script writing and puppet making
 - Andi idea of creating “puppet box” to be checked out similar to the bone box through AZGFD
 - Ariel idea of connecting with Amanda Sahli – she has a trailer puppet theater.
- AZ Community Foundation – all staff attended
- KidWind – funding with opportunity to travel
- Spent time gathering materials for taxes and everything was submitted on time!
- Program Report
 - August is usually slow program wise, but time spent connecting with teachers and preparing.
 - Science Saturday – Rocks ROCK! Jillian helped
 - *Check out sign up sheet!!
 - Adult workshop – birding Stacy helped
 - Picture Canyon community program – 3 adults
- P&L review
 - Contributions were much larger this year – AES driver
 - Reminder to adjust rental income – 2024 advertise new prices, sliding scale Jillian Wagner volunteered to help come up with pricing strategy.
 - Might change approach on budget presentation. Note for Jana – can PC help? Ariel suggested a written explanation for context – takeaway guide for each report.
- New Meeting Organization and Board Transition (ideas)
- Agenda development – responsibility of Board with Staff support
- Transition of Board meetings to be Board run
- Strategic Planning
- Learning moment (Each one, teach one)
- Program moment – ask staff to present a program bit
- Shared History exercise (40th anniversary materials)
- Board will send agenda and reports (financial and program reports can’t be sent much earlier)
- New Grants and Projects
- Americorps Grant for funded individual
- Opportunity to develop new program
- Upcoming Board Needs
- Check Volunteer Sign up (Science Saturdays and Other Events tab)
- Science in the Park
- CNRCD Meeting – noon – 2pm, 3rd Thursday

Any items not on the agenda?

- New Board Member needs? Call for Board Members – newsletter, Board Members reach out
- Ash attended Arizona Association for Environmental Education Conference
- Willow Bend won Outstanding Non-profit Organization Committed to Environmental Education!!!
- Willow Bend Hats (discuss next meeting)
- Vote to adjourn
- Neil motion, Ariel second
- Unanimously approved
- Meeting adjourned