REAP CEP Teleconference, March 25, 1 pm

Board Members Attending:
Vern Fish
Ross Harrison
Kathy McKee
Anita O'Gara
Linda Zaletel

CEP Monitor Attending:
Susan Salterberg

Others Attending:
Patrick Rice

1) Linda Zaletel was appointed chair for the teleconference. Ross moved to approve the agenda, and Vern seconded it. Motion passed unanimously.
2) Ross explained that Brian Button, editor of Iowa Outdoors, is interested in a 2-4 page article on REAP CEP. He indicated that Susan, Brian and Ross will meet and discuss what Brian wants, and then Susan will write the article, featuring about 5-6 grantees. A sidebar could be included with information about the CEP Board, and good photos are needed to go with the article.
3) The Board discussed the mission of this feature:
    a. REAP is more than land protection;
    b. CEP is important because few funds are available in Iowa for environmental education;
    c. CEP funding is used well and more is needed.

    Vern suggested and Board agreed that the Board make a presentation at the next REAP Congress, indicating that the CEP Board supports more funding for CEP and encourages the Congress to take action on this. Ross withheld comment due to potential conflict of interest.
4) Patrick Rice from an Iowa YMCA Camp joined the teleconference at about 1:10. Patrick wants to complete a REAP CEP grant for the May deadline and requested clarification on definitions of outdoor classrooms and eligible and ineligible expenses. Ross clarified.
5) Susan then provided an update on several projects, and requested Board action on several projects. The Board agreed to extend Ida CCB's homeschooling project through June 30, 2009. They agreed to allow the DNR CLEAR to transfer $3K from Supplies budget and give it to communities in the form of grants. They asked Susan to ask Polk CCB to explore the possibility of conducting a more thorough evaluation of their podcasts with the remaining funds from their grant.
6) Susan reminded the Board that all proposals will need to include a Minority Impact Statement. These requirements have been added to the REAP CEP application guidelines.
7) Susan provided feedback from Evaluation Session at Iowa Association of Naturalists fall workshop.
8) Kathy made a motion to adjourn the meeting; Ross seconded. Motion approved.

REAP CEP Board Minutes
June 5, 2009 Teleconference

Board Members Attending:
Vern Fish
Ross Harrison
Kathy McKee
Anita O'Gara
Linda Zaletel

CEP Monitor Attending:
Susan Salterberg

Others Attending:

Janet Toerling	Lois Wright Morton	Lisa Anderson
Erin Ford	Rich Pope	Charlene Elyea
Patrice Petersen-Keys	Daren Mueller	Susanne Gustafson
Tim Paton	Ryan Harr	Ann Burns
Martha McCormick	Lois Wright-Morton	Rebecca Kauten
Wayne Buckholtz	Bob Moser	Linda Naeve
Jana Anderson	Jamie Ridgley	Carl Bollwinkel
Barb Ehlers	Ed Gruenwald	Constance Grimm
Julie Delaney	Jeff Kestral	

1) Vern Fish was designated chair of the meeting according to the Board's policy of chairs serving in alphabetical order. Vern reviewed the agenda, then Linda made a motion to approve the agenda, Anita seconded it and motion carried unanimously.

2) Board introduced themselves, and then others attending introduced themselves.

3) Ross brought up a request from Project AWARE to fund out-of-state travel for AWARE staff to attend an awards banquet. The Board indicated that the travel doesn't fall within the policies and procedures of the REAP CEP Board, so denied the request.

4) Ross explained the REAP Assembly process. The first Assembly will be held Sept. 21 in Cedar Falls and 16 others will be held after that. Each region elects five representatives to attend the REAP Congress on the first Saturday of January.

5) Vern mentioned how CEP has continually improved and, because of inflation over the past 20 years, the Board especially needs to look at an increase in funds. The Board members encouraged those in attendance at today's REAP CEP meeting to attend their Assembly, serve as advocates to increase funding for REAP CEP, and also to be elected as a delegate to the REAP Congress. Ross abstained from the discussion due to conflict of interest.

6) The Board then set a teleconference date for August 12 at 1 pm. The Board then suggested the next meeting be tentatively scheduled for December 9, with a 10 am work group session, a 12 noon presentation from past grantees, and then the 1 pm Review of Grants meeting.

7) Vern explained grant procedures, and mentioned that if there is a conflict of interest for a Board member on a project, that Board member refrains from voting on the project. Vern indicated

that about $345,000 was available for the May/November grant round. Ross motioned that the Board award about $200,000 in the May round, and Linda seconded. Motion was approved unanimously.

8) Kathy motioned and Linda seconded that the Perpetuate a Good Idea program be offered for both the May and November grant rounds.

9) Ross moved that the Webster CCB project be funded and Linda seconded it. Discussion occurred. Motion passed unanimously.

10) Anita moved that Iowa Academy of Science be funded and Linda seconded it. Discussion ensued, and motion passed unanimously.

11) Ross moved that Iowa 4-H project be funded. Kathy seconded it. Discussion ensued, and motion passed unanimously.

12) Kathy moved that Iowa Association of Naturalists project be funded and Ross seconded it. Discussion ensued, and motion passed 4-0. Linda abstained from discussion and vote due to conflict of interest.

13) Anita moved that UNI Wet Prairies project be funded and Ross seconded it. Discussion ensued, and motion passed unanimously.

14) Linda moved that Iowa Conservation Education Coalition project be funded. Because there was no second, the motion failed.

15) Kathy moved that Metro Arts project be funded and Linda seconded it. Discussion ensued, and motion passed unanimously.

16) Linda moved that Iowa Conservation Education Coalition project be funded and Kathy seconded it. Ross indicated the indirect cost request was higher than the allowed 10%, so total ask could not be more than $18,711. Linda and Kathy accepted this adjustment as an amendment to the original motion. Discussion ensued, and motion passed 4-0. Anita abstained from discussion and vote due to conflict of interest.

17) Ross moved that ISU Pest Management project be funded and Anita seconded it. Discussion ensued. Kathy moved that we table this discussion and she made a motion to discuss Polk County Conservation's project. Discussion ensued, but due to lack of a second, Vern called the question on ISU Pest Management. Motion passed 4 to 1.

18) Linda moved that Polk County Conservation project be funded and Kathy seconded it. Discussion ensued, and motion passed unanimously.

19) Kathy motioned that the meeting adjourn, Linda seconded. The total dollar awarded was $206,295.

After a break, unfunded projects were discussed if a representative from the project was in attendance.

REAP CEP Board Agenda
August 12, 2009 Teleconference

Board Members Attending:
Vern Fish
Ross Harrison
Linda Zaletel

CEP Monitor Attending:
Susan Salterberg

Others Attending:
No others in attendance

1. Ross Harrison was designated chair of the meeting according to the Board's policy of chairs serving in alphabetical order. Susan Salterberg volunteered to take minutes.
2. Ross called the meeting to order at 1:06 pm.
3. The Board discussed REAP Assemblies as well as funding issues for environmental education. Susan updated the Board on her activities, including the calculations she found for determining the impact of inflation on REAP CEP funding in the last 20 years; the draft handout she developed, along with a few additional talking points; and the CEP grant beneficiaries she's secured to attend and speak at REAP Assemblies.
4. The Board decided to ask the Congress for $300,000 in additional funds to cover the cost of inflation over the last 20 years and for the next 10 years. The Board offered Susan suggestions on the Assembly handout, such as to add geographic information and state the goal to increase CEP funds. Ross abstained from the discussion due to conflict of interest.
5. Linda volunteered to contact the Iowa Association of Naturalists to ask them to endorse the increase in funding for REAP CEP. Vern will ask Iowa Association of County Conservation Boards for their endorsement, and Susan will contact Anita to ask if she'll contact the Iowa Conservation Education Coalition to ask for their endorsement. Susan will get draft handouts/talking points to the Board members by about August 25.
6. The Board turned the discussion to Iowa Outdoors magazine and the possibility of getting articles in the magazine. Ross indicated that he would be in touch with the editors again, in the hopes of getting an article in the January issue. Susan indicated she had been in touch with Hartman Nature Reserve and their mussel expert, Tony Brady. Tony has volunteered to write an article.
7. Susan reviewed for the Board grantees' recently submitted midterm and final reports.
8. The Board discussed the need to develop a disclaimer policy indicating that the ideas expressed in publications or projects funded by REAP CEP are not necessarily endorsed by the Board. Susan offered to send the Board a sample of the language used by the DNR Solid Waste Alternatives Program.
9. Ross reminded the Board members of the December 9 meeting, with a 10 am work group session, a 12 noon presentation from past grantees, and then the 1 pm Review of Grants meeting.
10. Teleconference ended at about 2:15 pm.

REAP CEP Board Minutes
Dec. 22, 2009 Proposal Review Committee Meeting
Board was face-to-face, with participants attending via teleconference

Board Members Attending:
Vern Fish
Ross Harrison
Kathy McKee
Anita O'Gara
Linda Zaletel

CEP Monitor Attending (by phone):
Susan Salterberg

Others Attending (by phone):*
**This list is incomplete due to the difficulty of hearing names via the teleconference.*

Rebecca Kauten	Barb	Micki
Carolyn King	Lori Foresman-Kirpes	Laura DeCook
Janet Toering	Patti Peterson-Keys	Barb Ehlers
Karen Brook	Barb Schroeder	Elizabeth Hill
Fred Meyer	Martha	Carl Bollwinkel
Kay Newmann	Jenny Ammon	Tina Popson
Jennifer Ryan	Emily Neal	Cathleen Bascon
Kristin Simon	Melissa	

1) Kathy McKee volunteered to chair the meeting, as the Board policy is for chairs to rotate according to alphabetical order. Ross Harrison chaired the last meeting. Susan Salterberg will take minutes. Kathy called the meeting to order at 1 pm.

2) Grantees introduced themselves.

3) Board members introduced themselves.

4) Vern addressed the CEP Board's environmental education funding efforts. He indicated that, at 15 of the 17 REAP Assemblies, participants expressed significant interest in seeing conservation education receive additional funding support. Several organizations have indicated their support of increased funding for CEP, including Iowa Association of Naturalists, Iowa Academy of Science, Iowa Conservation Education Coalition, and—once the Iowa's Water and Land Legacy funding legislation passes, the Iowa Association of County Conservation Boards. Vern indicated that he and Kathy would be presenting at the REAP Congress on January 9, requesting an increase of funds. He emphasized that this change would not affect the REAP formula.

5) Anita made a motion to renew for one year the contract for Susan Salterberg, CEP assistant and grant monitor, which expires April 30, 2010. Linda seconded it. Motion passed unanimously.

6) Kathy announced that $145,505 was available for grants in the November/December round.

7) Vern moved that the only Perpetuate a Good Idea grant proposal, which was from Dubuque County Conservation Board, be funded and Ross seconded it. Discussion occurred. Motion passed unanimously.

8) Anita moved that the Winneshiek County Conservation Board project be funded and Ross seconded it. Discussion ensued, and then motion passed unanimously.

9) Ross moved that the Iowa Conservation Education Coalition project be funded. Linda seconded it. Discussion ensued, and then motion passed 3 to 0. Kathy and Anita abstained from the vote because of conflicts of interest.

10) Vern moved that the Whiterock Conservancy project be funded and Ross seconded it. Discussion ensued. Linda pointed out a typo in the budget, and Elizabeth Hill acknowledged the mistake and indicated a correction in the budget request from $14,350 to $14,270. Motion passed unanimously, with correction in budget.

11) Anita moved that the Trees Forever project be funded and Linda seconded it. Discussion ensued, and then motion passed unanimously. Anita requested that trends and longevity of contacts with people be included in the evaluation process.

12) Ross moved that the Polk County Conservation Board project be funded and Vern seconded it. Discussion ensued, and then motion passed unanimously.

13) Kathy indicated that the next four grants scored very closely to each other, so all four would be discussed before a vote. First, the Iowa Recycling Association grant was discussed. The Iowa 4-H Foundation's EE Programs for Special Audiences was discussed next, then the UNI Prairies in Progress IV. Des Moines' St. Paul's Church was also discussed.

14) Ross moved that the UNI eii project be funded and Vern seconded it. Discussion ensued, and the motion failed, 2-3.

15) Anita moved that the ISU Special Audiences project be funded and Linda seconded it. Discussion ensued, and the motion passed, 3-2.

16) Anita moved that the St. Paul's project be funded and Linda seconded it. Discussion ensued, and the motion passed, 4-1, with St. Paul's being funded $19,582 rather than the requested $20,600.

17) A total of $145,495 was awarded in December.

18) The Board then discussed unfunded projects, if a representative from the project was still on the teleconference and wished to hear feedback about their proposal.

19) At 3, Kathy adjourned the meeting.