



**WESTERN NEW YORK ENVIRONMENTAL ALLIANCE  
BOARD OF DIRECTORS  
MEETING AGENDA**

**DATE TIME:** *November 27, 2012 @ 12:00 Noon*

**LOCATION:** *Community Foundation for Greater Buffalo 525 Larkin Building*

1. Call to Order Robert E. Knoer, Chair
2. Roll Call

Robert E. Knoer,	Chair	(REK)	Present
Judy Einach,	Vice Chair	(JE)	via phone
Arthur Wheaton,	Treasurer	(AW)	Present
Loren Smith,	Secretary	(LHS)	Present
Anthony Armstrong		(AA)	Present
Jay Burney		(JBy)	
Brian Dold		(BD)	Present
Kerri Bentkowski Li		(KB)	Excused
Erin Heaney		(EH)	Present
Megan Mills Hoffman		(MMH)	Present
Micaela Shapiro-Shellaby		(MS)	Excused
Justin Booth		(JB)	Excused
Terry L. Yonker		(TY)	Excused

*Also Present:*

Richard Stockton			
Ryan McPherson			Present
Kristen Kaszubowski			Present
Carolyn Human			Present
Cara Matteliano	(CM)		Present

3. Approval of Agenda and Prior Minutes

Agenda – AW moves, EH seconds

Minutes – AW moves, LHS seconds

4. Organizational Issues

- a. Elect Officers: [ *All Positions are available if you are interested*]

Robert E. Knoer,	Chair	(REK)
Judy Einach,	Vice Chair	(JE)
Arthur Wheaton,	Treasurer	(AW)
Loren Smith,	Secretary	(LHS)

Motion to approve the slate: MMH moves. AA seconds. Approved

- b. Proposal for new Board member:

REK proposes that a new Board position be created and that member be responsible for GROW and listserves issues (REK)

Significant feedback from the congress spoke to communications as an issue that should be addressed.

RK moves to add an at large board member position with a portfolio that focuses on communications.

MMH seconds

The motion passes unanimously.

- c. Treasures Report (AW)

a. Budget request status (Cara M.) We have \$6,898.01 which includes the speaker's fee but not the food (~2,000) from the congress.

b. Budget request from Habitat for \$150 to print 250 color brochures on Climate Change one page front and back. Tabled for JB to present at a future meeting.

- d. List serves and GROW ( Kristen Kaszubowski)

**A. Blogs:** If Working Group / Process Group Chairs provided reports of each meeting (minutes) in writing they could be published on the GrowWNY blog. It would be a great way to call more participants to the Working Groups and share the work of the Alliance.

**B. Listservs:** Right now we have given Working Group Chairs the option of letting CFGB auto-approve their pending listserv requests or having CFGB send it to them so they can say yes or no. Do we need to change it to just automatically approve everyone? Should there be access to non-members? Press?

Now this depends upon the working/process group chair. A policy should be established and distributed to ensure proper use of the listserves.

**C. Working Group Meetings:** The entire year's meeting schedule should be set soon for 2013. There should be a policy for canceling meetings that includes notice to CFGB. Linda and staff at CFGB should be alerted if a meeting is cancelled.

**D. Alliance Groups/ UB Volunteers:** How can we better integrate UB and use the available volunteers? Can we set up an internship that would link a student as recording secretary for a Working or Process Group. That could allow for meeting minutes in writing available for use on the Blogs and get the students very exposed to the Groups work and agenda.

5. Report of Committees:

*(PLEASE NOTE written minutes or a report should be submitted to the list serve prior to the meeting if possible)*

a. Membership Committee (LS,JE,AA)

i. New Applications

Lindsay Amico – supporter  
ReTree WNY - Member

AW moves, LHS seconds, approved

Town of Clarence – affiliate

AW moves, RK seconds, EH abstains, approved

6. Report of Alliance Groups:

***(PLEASE SEND Any DETAILED REPORT OF MEETINGS VIA EMAIL SO WE HAVE TIME FOR DISCUSSION)***

a. Working Groups—Privileges and responsibilities of Chairs ( attached) (REK)

i. Habitat and Natural Resources

(JBy) No Report

ii. Parks and Recreation  
No report.

(BD) Looking to improve attendance.

iii. Energy and Climate Change

(TY) No report

iv. Pollution and Hazardous Waste

(JE). Developing outreach for the mapping waste report and encouraging other member organizations to join the visits with elected officials. Erie County has requested a copy of the report to use as reference material for a report they are writing.

- v. Urban Regeneration (AA). There will not be a general meeting in December, rather a meeting will be held to comment on the next iteration of the Buffalo Green Code.
- vi. Environmental Justice (EH) No report. Best wishes to Judith Anderson. The texting trial project is in progress.
- vii. Food, Gardens, Agriculture (MMH) The plank was adopted. Cornell Cooperative Extension will be organizing the next meetings and the group will potentially take on content portion of the next quarterly meeting.
- viii. Transportation (JB) No Report
- ix. RK emphasizes the importance of focusing work-group efforts on a) progress focusing on the planks that were adopted and b) developing planks for the next cycle. Advocacy training and outreach to elected officials was discussed.

b. Report of Liaisons to Process Groups

- 1. Issues & Advocacy (MS)
  - a. Status of Annual Agenda
  - b. 21<sup>st</sup> Century Park request (attached)
    - i. Letter proposed for approval (attached) (REK)  
RK Moves, Art Seconds, BD Abstains, the motion passes.
  - c. Training for advocacy – EH, MS, LS, RK(?), CM and others will work to move this forward.
- 2. Education & Outreach (LH)
  - a. The group stands ready to assist in outreach around the advocacy planks.
- 3. Organizational Capacity (KB) No Report

7. Old Business

- a. Post-Congress 2012 report (EH) (see attachments)
  - i. What went well at the Congress? The facility, attendance was good. The award ceremony at lunch was a nice touch. The length of the event was appropriate. Registration and voting went well. The video went well. Support from Kristen and Carolyn was key. Kudos to them for all their help and hard work. The workload was spread out among CFGB, the Alliance and UB. Micaela's presentation went well.
  - ii. Where did we fall short at the Congress? Perhaps the event doesn't need to occur on Saturday in the future. Diversity need to increase. We need to increase the slate for

board representation. Parking was a challenge for some

- iii. What would we like to see different or strengthened at next year's Congress? Lunch might be a good venue to give awards to local agencies (some of our own). It could be more fun and interactive.
- iv. A conference chair should be picked by the end of the first quarter of 2012 to get ahead of the congress and the congress should be on the agenda for each board meeting.

8. New Business: Adopt meeting schedule for 2013 ( see below)

- a. New Proposed Agenda (attached) (REK)
- b. Request From Dave Bauer for liaison to youth. Dave should feel free to reach out to each working/process group chair and to individual members to move this issue forward.
- c. EPA Office of Environmental Education grant opportunity. AW hopes to submit a grant to support the green and healthy homes project.

9. Adjourn ( approximately 1:30)

Moved and Adjourned

#### **REGULARLY SCHEDULED MEETINGS:**

**Board of Directors 2013 Scheduled Meeting Dates: Fourth Tuesday of the Month**

<b>January 29</b>	<b>February 26</b>	<b>March 26</b>	<b>April 30</b>	<b>May 28</b>
<b>June 25</b>	<b>July 23</b>	<b>August 27</b>	<b>September 24</b>	<b>October 22</b>

#### **Quarterly Meetings**

**February \_\_\_      May \_\_\_      August \_\_\_**

**WNYEA Congress: Annual Meeting November 9, 2013**

**November 26, 2013 Organizational Meeting**

*Holiday Break No Meeting December 2013*