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. Treasurers 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 services 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 (BD) Looking to improve attendance.
      No report.
   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. 21st 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

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<tr>
<th>January 29</th>
<th>February 26</th>
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<td>June 25</td>
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Quarterly Meetings

February___ May___ August___

WNYEA Congress: Annual Meeting November 9, 2013

November 26, 2013 Organizational Meeting

*Holiday Break No Meeting December 2013*