

**Region 4 of the National Association for Interpretation
Spring Conference Call Minutes
25 March 2008**

Call to Order: 11:10am

In Attendance:

Officers: Julie Champion (Regional Director), Tim Krynak (Deputy Director), Jen Wright (Secretary), Pete Stobie (Awards), Interpretive Project Grants & Webmaster (Rich Niccum), Membership (Leslie Witkowski), Publications/Newsletter (Debbie Nofzinger), Student Involvement (Wil Reding), Ways & Means (Susie Edwards)

Director's Report (Julie Champion):

- National News and Issues
 - Memorials for Glen Dent can be given in his honor to the Enos Mills Guide Reserve Fund to help with NAI operations. See website for more info.
 - New contracts were approved for the director and assoc. director at the January national board meeting.
- Regional Business Meeting at RIW-NAI Region 4 Showboat
 - Committee chairs will create interpretive pieces using the nautical theme related to each committee. Chance to show off committees, awards, activities etc.
 - Julie will have papers with updates for each committees and what we'll do this year, needs for volunteers.
- Leaving a Trace Leadership Forum
 - Ice cream theme. Committee chairs can provide a little bit about each committee and about how NAI involvement has helped us.

Secretary's Report (Jen Wright):

- Jen has the spreadsheet with past volunteers from RIW's. She will be updating the list with both 2007 & 08 information. This will be mailed to each of the committee chairs.

Action Items: Jen will coordinate list and send to committees chairs.

- NAI Now contributions update. All submissions need to be sent prior to the end of the month to be included in the first of the month e-newsletter.

Treasurer's Report (Marvin McNew):

- Marvin is tweaking the 2007 budget tracking system to make it a little more understandable to be used in 2008.
- Marvin is currently submitting deposits from RIW 2008.
- Sent reimbursements in to national office to be pay for, "FourThought"/Publicity, Scholarships, Ways and Means, Committees.
- Also sent reimbursement form to national office to receive \$500.00 to open up a petty cash account.
- Reminder, send all receipts to be reimbursed to Marvin to be processed.

Deputy Director's Report (Tim Krynak):

- Regional Workshop Updates
 - 2008 Cleveland – Registration is closed at 170 participants
 - February 2009, Ontario - Committee is working on details
 - Region 4 Procedure Manual
 - E-mail Tim all of your forms to include in the manual. He needs these forms from everyone to complete the process.

Awards Committee (Pete Stobie):

- Will be awarding 9 out of 13 awards at RIW 2007. Thanks for committees hard work.
- Vivian Wagoner has finished term and Scot Beam will come on board and will also be helping to present awards.
- Plaques have been updated and certificates are ready.
- Nominators have been contacted about results. Receivers know of nomination and nominators can decide to let their candidates know or not.

Action Item: Archives chair (H. Samuleson-Couchman) will need to get past names/plaques out of archives and send to Rich to be added to the website.

- October 31st is deadline for 2009 awards nominations!
- Bert Szabo recognition
 - Ray Novotney wrote nomination to get Bert inducted into the Ohio Natural Resources Hall of Fame.
 - Recommendation is to recognize Bert at an appropriate time during the conference – not at the awards ceremony.
 - Tim recommends that we encourage Ray to be the one to present the award. All agreed.

Action: Tim will contact Ray about the possibility of presenting this.

Interpretive Project Grants (Rich Niccum):

- There will be \$3k available for IPG for 2008 so encourage applications. Deadline is Sept. 1, 2008.
 - Rich has tweaked the application and it is currently on the website and will be in the next *FourThought*.
 - Rich is working with Andrea on the “Showboat skit”. Look for an appearance of the Howells.

Membership Committee (Leslie Witkowski):

- Membership Give Away campaign update
 - 40/50 program in 2007 – 14 people applied so we still have money to giveaway
 - Nominations for free memberships should go to Leslie
- New member activity at RIW 2008
 - “Are You Smarter than a New Member” game show to introduce new people to the organization. 6:15 – 6:45 Wednesday night (after dinner)

Publications Committee (Debbie Nofzinger):

- Interpretive Booklet Update
 - Carly Martin and Ken Rosenthal are working on the booklet and it is currently at the printer and they expect a 2 week turnaround so that it can be mailed the week of regional with *FourThought*. This was a hard topic to get info for and Ken’s wife submitted some accessibility info to help out.
 - New topic ideas will be put in front of the group at RIW and voting will occur at that time.
- *FourThought*
 - Next issue is being proofed and will go to the printer at the end of the week
 - Electronic version will go out after regional and snail mail will go sometime after that.
 - Editor Update: Ken Rosenthal may be taking over the newsletter...transfer will happen around regional.

Scholarships and Grants (Andrea Haslage):

- Jamie Krupka will be handling the auction at RIW 2008 so bring your goodies!
- All committee members will be attending RIW 2008
- Committee gave away 1 certification grant, all 3 regional and 2 academic scholarships.

Student Involvement Committee (Wil Reding):

- Committee is working on student presentations for RIW 2008. They have 2 students for sure & 6 slots available. Several members will be participating in observing the presentations.
- Wil has worked to set up a hostel for students to stay at RIW.
- Student involvement display will be up during the conference.
- Ginger had NAI Region 4 member Jill Vance create an 8x11 poster for students to take to universities to post at their school. There is a link on the website.
- Wil is looking for new members on committee
- Continue to collect information on university contacts

Training and Membership Services Committee (Robin Dungan):

- Mini-workshop update
 - 1 Raptor Workshop cancelled due to weather but committee is planning to offer again in fall 2008.
 - Astronomy Program had 14 participants registered (13 attended), 3 new members.
 - 1 person did not come and they wanted a refund. Refund was not given. We need a refund policy for workshops to protect ourselves.

Action Item: Robin will write up a refund procedure for mini-workshops put into procedure manual.

- Evaluation tool has been developed and will be put on the website. About ½ of the evaluations were returned from the Astronomy Workshop.
- Robin continues to get new member info (from workshops) sent to treasurer and membership chair
- Mini-workshops in the works
 - Geology at Kalamazoo Nature Center
 - Natural Flats at Cleveland Metroparks (as of 5/1/08 this has been postponed to possibly fall of 08)

Ways and Means Committee (Susie Edwards/Amy Roell):

- New logo items from national office
 - Jamie King will be at regional conference and she will bring new logo items to sell
- Committee has decided to not purchase re-shop bags due to cost & quantity restrictions
- New logo mugs (Estelle Brown)
 - 20 mugs coming with new NAI logo. \$15 (we pay Estelle \$8 and Region 4 gets \$7)
- Question about banner for 2008 NAI National Workshop
 - On backburner
- Acorn Naturalist orders – 3 re-orders this year. We've received \$600 in checks.
- Recently reprinted Nature at Night and 2 more will need re-prints soon (Spiders and Animal Tracks & Signs)

Webmaster (Rich Niccum):

- Continue to send any updates or content suggestions or special needs to Rich to update the website. Rich works hard to get the changes up within one week of receipt.
- Website has had 1,000+ visitors since Jan 1. (15/day)

Next Conference Call: Summer, 2008

Adjourn: 11:55 am