



Call to Order: 11:20am

NAI Region 4 Spring Conference Call  
April 27, 2009  
All meetings are on Eastern Standard Time

**In Attendance:**

Officers: Julie Champion (Regional Director), Tim Krynak (Deputy Director), Marvin McNew (Treasurer), Teresa Rody (Ways & Means Chair), Pete Stobie (Awards Chair), Haley Samuelson-Couchman (Archives Chair), Leslie Witkowski (Membership Chair), Andrea Haslage (Scholarship & Grants), Jamie Krupka (Publications)

**Directors Report: (Julie Champion)**

- Discussion about electronic mailing system offer for newsletters and bulk e-mails
  - Investigating the use of the Constant Contact System to send out newsletter & bulk e-mails.
  - The Region can use this system on our own for \$30/month or we can use it under the umbrella of the National office for \$60/year with the only limitation being we can send 1 e-mail blast/week.
  - The reason for investigating a new system is to better facilitate getting information via bulk e-mails out to members. Constant Contact cannot guarantee that e-mails will be sent out within 24 hours, but messages will be sent out within 5 days.
  - Currently Jamie has been sending the newsletter via yahoo, but it is a timely process because he can only send out 10-15 messages at a time.
  - [nai.region4@yahoo.com](mailto:nai.region4@yahoo.com) is the current e-mail address being used for regional communication.
  - E-mail replies from Constant Contact will go directly to the Publications Chair and the Director and Deputy Director will have the password to access the Constant Contact Account.
  - In order to get your committee or regional information sent out in a bulk e-mail, send it directly to the Publications Chair. The Publications Chair will then send a preview of the message to the Executive Board for approval. Once approved by the Executive Board the Publications Chair will then send the message out to the membership.

**MOTION: Rody moved for Region Four to set-up a Constant Contact account under the umbrella of the National Office for a fee of \$60 annually. Second by Krynak. Vote: unanimous approval.**

- National Workshop Site Rotation Concern –Julie Champion  
**ACTION ITEM:** Julie Champion will contact Region 1 & Region 5 Directors to see what concerns they have regarding the possible new National Workshop Site Rotation.

**ACTION ITEM:** Tim Krynak and Pete Stobie will head up a letter writing committee to voice Region Four's concerns about this possible new National Workshop site rotation.

**Secretary's Report: (Leslie Witkowski for Jen Wright)**

- Nothing to report.

**Treasurer's Report: (Marvin McNew)**

- As of March 31, 2009 the Region has \$69,810.91 in account.
- The food and lodging bills for the '09 RIW have been paid. Marvin is still waiting for some final bills to come in from the RIW. **ACTION ITEM:** Marvin will contact Rick Stronks to find out what bills still need to be paid and what information we need from the National Office to finalize our report from the '09 RIW.
- Marvin feels that the Region came out just fine financially from the '09 RIW.

**Deputy Director's Report: (Tim Krynak)**

- RIW Update:
  - 2009 – Dorset, Ontario. Had a very nice turn-out for this being the first RIW to be held in Canada.

- 2010 – Midland, MI. Theme “Elements of Interpretation” The committee has been moving along just fine.
- 2011 – Frenchlick, Indiana, Jill Vance is RIW Chair, Marquita Manley will be RIW Co-chair. They have a site visit on June 16.
- Updates on Procedures Manual will need to be completed, especially for the Publications Committee

**Archives: (Haley Samuelson-Couchman)**

- Committee is working with Ball State to get all of Region 4 materials archived in digital format to include on the website.
- The committee will face a bit of an electronic dilemma once the Region begins using Constant Contact to send the newsletters. May have to print a hard copy of each issue of FourThought for the archives or place them on a CD and then submit to the archives.
- The Region will be sending a \$100 donation to Ball State for their work.
- Face Book Page – The Region currently has 54 members on Face Book, including Jamie King from the National office.

**Awards: (Pete Stobie)**

- 8 out of the 9 nominating categories were filled. There were no nominations for Outstanding New Interpreter Award this year.
- 10 out of 14 possible awards were awarded.
- There were 21 total nominations received.
- Deadline dates for the 2010 awards will be coming out soon. Be on the look out!

**Interpretive Project Grants: (Rich Niccum)**

- Not present, nothing reported

**Membership: (Leslie Witkowski)**

- Region 4's current membership is 614 as of April 27, 2009.
- 2 complimentary memberships will be awarded this year via the National office. Deadline for applications is August 1, 2009. Application form will be in spring FourThought issue and has also been on the website since February.
- Need committee members from all states/provinces in region
- Under Volunteer Opportunities on the Region's website, you can click on “Ways to Get Involved” and there is a pdf form that lists all of the different ways members can become involved with the Region.

**Nominating: (Ginger Murphy)**

- Not present, nothing reported

**Publications: (Jamie Krupka)**

- Jamie King has an Excel list of all members with e-mail addresses and one without e-mail addresses.
- Hoping for Four Thought to be sent out to all members within the next couple of days.
- Themed booklet has been printed and it should make is out to the membership within the next 2 weeks.
- Jamie currently has to cut & paste over 600 e-mail addresses to send out the newsletter via the way we currently do things. Hopefully with updating to Constant Contact it will be less time consuming downloading all of the e-mail addresses.
- Jamie will have to send out 200-300 postcards to members requesting e-mail address &/or opt out for e-newsletters. He sent out an initial e-mail and received approximately 350 responses from this first effort.

**Scholarships and Grants: (Andrea Haslage)**

- Amanda Simmons from Indiana University is a new committee member from Indiana
- Will need to seek out a new chair beginning in 2010
- The non-NAI \$500 Grant was awarded to Amy Whitehorne from the Brockville Museum in Ontario was awarded this grant. This grant will be offered again in 2010.
- \$1,990 was brought in from the RIW auction. Jamie Krupka organized the auction and he felt things went very well. To keep in mind for future auctions: There should be no other programming going on during the

silent auction as it can be distracting for the auction itself, i.e. people not wanting to be rude and get up during the middle of the program to go and bid on auction items. Thank you Jamie for taking on the auction!

- National Grant Applications are due June 15, 2009.

### **Strategic Planning: (Julie Champion for Ginger Murphy)**

- Julie has e-mailed out to everyone the final version of the Strategic Plan.

### **Student Involvement Committee: (Julie Champion for Wil Reding)**

- Amie Gregg and Dorothy McLeer will take on the task of chairing the Student Involvement Committee after Wil Reding steps down as Chair beginning 2010.
- Wil Reding and Ken Bowald will be rotating off this committee in 2010.
- Amy Greg is trying to get more students involved from Ball State.
- There were two very good student presentations at the RIW and a nice number of members to provide feedback to the students as well.

### **Training and Membership Services: (Julie Champion for Robin Dungan)**

- Region 4 is hosted a CIT training at Pokagon in March.
- The Region is looking at hosting a Certified Interpretive Host workshop in 2009.

### **Ways and Means: (Teresa Rody)**

Members: Amy Roell, Mary Warren, Foster Brown, Kathleen Dougherty, Natalie Haley, Sharon Hosko

- Purchased handwarmers for sales – Cost 356.21 paid with NAI credit card, \$36.36 refunded to credit card for faulty handwarmers, did not sell well at conference.
- Purchased commemorative bus t-shirts on a by-order basis – cost \$169.00, all sold. Purchased Region 4 Outstanding in our field t-shirts - cost \$561.25 – 17 shirts sold of 55 ordered
- Total income on these fundraising items and other sales in booth \$676.25
- Items submitted to pay: \$50 Foster Brown for Rose's calligraphy art
- \$35 Marcia Veith for shirt art work
- \$22.80 Amelia Hansen for 2008 and 2009 card sales
- \$14 refund to Vicki Basman for shirt sold to another participant on the bus
- Received \$70 towards bird-a-thon, Mary Warren is doing a great job leading this with Natalie Haley also getting pledges at the event. Still looking for participants to be on the birdwatching teams in Michigan and Ontario Pledges still to be received include \$20 from Ontario, \$75 + \$.45 per species IN, \$140+ \$.20 per species MI, \$90 for Ohio
- June 15 we will receive a progress report with suggested layout and production company for horizontal banner display
- Interpretive booklet sales continuing through Acorn Naturalist
  - Publications committee prints off the first round of booklets which is sent out Region 4 members. The Publications chair will then send an electronic copy to the Ways & Means Chair so they have it to get additional reprints done on an as needed basis.

### **Website: (Julie Champion for Rich Niccum)**

- Send any web updates to Rich.
- Jamie Krupka, Haley Samuelson-Couchman and Rich Niccum are all administrators for the Region's Face Book page.

### **Enos Mill Fund**

- Discussion & agreement for Region 4 to donate \$1500 over 3 year to the Enos Mills Fund. To be unveiled at the RIW.
- The Region will send the first of three \$500 installments to the National Office this year due to the success of the '09 RIW.

**2009 Conference Call Schedule**

- Spring – April
- Summer – July
- Fall – October
- Julie will get dates to us at a later date!

**Meeting Adjourned:** 12:20pm

Respectfully submitted,  
Leslie Witkowski, Region 4 Membership Committee Chair