



Kentucky Environmental Education Council (KEEC)
Council Meeting Minutes
November 30, 2023

Meeting Location: Mayo-Underwood Building, Room 439, 500 Mero St., Frankfort, KY, and virtual

Meeting Time: 8:00 a.m. Eastern

Council Members in Attendance: Chair Ryan Green, Vice Chair Sarah Cummins, Ben Allen, Katie Dailinger (joined at 9:05 a.m.), Tresine Logsdon (departed at 9:05 a.m.), Brad Mitzelfelt, Ashley Wilmes

Absent Members: Dr. Hugh Henry

Staff in Attendance: Wesley Bullock, Ashley Mike

Others in Attendance: Deputy Secretary Beth Brinly

A. Introduction

1. The meeting was called to order by R. Green at 8:03 AM. W. Bullock confirmed that public notice of the council meeting was given, as required by open meetings law.
2. Quorum. Of the eight council members, six were present. Council operating policies require greater than 50%, so the number of quorum was met.
3. Action. Motion to approve May 2023 Council Meeting Minutes: ⇨ At 8:04 AM, S. Cummins moved to approve the minutes of the May 2023 Council Meeting. B. Mitzelfelt seconded. All were in favor. None were opposed. The motion passed.
4. Action. Motion to approve October 23, 2023, Council Meeting Minutes: ⇨ At 8:04 AM, A. Wilmes moved to approve the minutes of the October 23, 2023, Council Meeting. S. Cummins seconded. All were in favor. None were opposed. The motion passed.

B. Council Leadership

1. Information: Council operating policies. W. Bullock review council operating policies regarding election of officers and scheduling of council meetings.
2. Action: Election of council chair. Motion to elect R. Green as council chair: ⇨ At 8:06 AM, B. Mitzelfelt moved to elect R. Green as council chair. S. Cummins seconded. All were in favor. None were opposed. The motion passed.
3. Action: Election of council vice chair. Motion to elect S. Cummins as council vice chair: ⇨ At 8:08 AM, R. Green moved to elect S. Cummins as council vice chair. B. Mitzelfelt seconded. All were in favor. None were opposed. The motion passed.
4. Action: Schedule 2024 council meetings. After discussion, the council set the following dates for 2024 council meetings (all times Eastern):
 - a. Winter Council Meeting: Wednesday, February 7, 2024, 1:00 p.m.
 - b. Spring Council Meeting: Tuesday, May 7, 2024, 1:00 p.m.

- c. Summer Council Meeting: Wednesday, August 21, 2024, 1:00 p.m.
- d. Fall Council Meeting: Wednesday, November 13, 2024, 1:00 p.m.

Motion to approve 2024 schedule of council meetings: ⇨ At 8:10 AM, T. Logsdon moved to approve the above schedule of council meetings. R. Green seconded. All were in favor. None were opposed. The motion passed.

C. Agency Leadership

1. Action: Release of records. Motion to release agency laptop personal files and CV: ⇨ At 8:36 AM, R. Green moved to allow release of the agency laptop personal files and CV of the former Executive Director, Billy Bennett, to him for his use. B. Mitzelfelt seconded. All were in favor. None were opposed. The motion passed.
2. Information: Interim Strategic Plan. W. Bullock and A. Mike presented an interim strategic plan to the council. The council discussed plans to update the interim plan and create a full strategic plan in 2024. W. Bullock said that he would be meeting with each council member individually before the next council meeting.
3. Information: 2024 EE Master Plan and Survey. W. Bullock reviewed statutes regarding the council's duty to create a 5-year Master Plan for Environmental Education in Kentucky and Survey of Kentuckians' Environmental Knowledge, Attitudes, and Behaviors. The council discussed plans to begin the master plan and survey process in 2024.

At 9:05 a.m., T. Logsdon left the meeting and K. Dailinger joined the meeting.

D. Budget

1. Update: Fiscal Year 2023 budget report. W. Bullock reported on the budget for the past fiscal year, 2023.
2. Update: Quarterly budget report and projections. W. Bullock reported on the budget for the first quarter of Fiscal Year 2024, and projections for revenue and expenses for the remainder of the fiscal year. He also reported on plans to hire an Interim Environmental Education Specialist.
3. Action: Approval of budget. Motion to approve budget report: ⇨ At 9:22 AM, B. Allen moved approve the budget report. B. Mitzelfelt seconded. All were in favor. None were opposed. The motion passed.

E. Council General Updates

1. Update: Environmental Education Leadership Corps. A. Mike updated the council on the Environmental Education Leadership Corps program.
2. Update: Professional Environmental Educator Certification. W. Bullock gave an update on the Professional Environmental Educator Certification course, which has 20 participants that have completed one of four workshops.
3. Update: US Department of Education Green Ribbon Schools. W. Bullock reported that no submissions have yet been received for nomination to be recognized as US Department of Education Green Ribbon Schools, but that one may be received from Fayette County Public Schools. K. Dailinger asked for information on the application so that she could share.

4. Update: Professional Development. S. Cummins reported to the council on potential plans for green schools sessions and a professional development workshop at Redwood Cooperative School.

F. Council meeting adjournment

Motion to Adjourn: \Rightarrow At 9:58 AM, B. Allen moved to adjourn. R. Green seconded. All were in favor; none were opposed. The motion passed.