



Kentucky Environmental Education Council (KEEC)
Council Meeting Minutes
September 12, 2018

Meeting Location: 300 Building, 300 Sower Boulevard, Room 418, Frankfort KY

Meeting Time: 1:00 p.m. Eastern

Council Members in Attendance: Chair Billie Hardin, Vice Chair Marcus Norton, Lona Brewer, Karin Ceralde, Karen Reagor

Absent Members: Horace Brown, Gordon Garner

Staff in Attendance: Billy Bennett, Wesley Bullock, Ashley Mike

A. Introduction

1. The meeting was called to order by B. Hardin at 1:14 PM. W. Bullock confirmed that public notice of the Council Meeting was given on the agency website and in a cabinet press release, and the agenda was posted at least 24 hours in advance in the meeting location, as required by Open Meetings law when a special meeting is called.
2. W. Bullock called roll. Of the seven Council Members, five were present, constituting a quorum.
3. W. Bullock apologized for failure to distribute the minutes of the previous Council Meeting. Those minutes will be reviewed and approved at the next Council Meeting.
4. B. Hardin reminded the Council that discussion at this Special Council Meeting is limited to items on the agenda, as required by Open Meetings law.

B. Budget

1. Information: B. Bennett presented the budget projection revised to include the amount of interest on the Pride Fund which was transferred in July 2018. Council Members and staff clarified details of the revenues and expenditures. Council Members were encouraged to contact W. Bullock with requests for any more detailed information about the budget.
2. Action: Motion to Approve Biennial Expenditures: \implies At 1:23 PM, M. Norton moved to approve the proposal on page 2 of Agenda Item B-2 for allocation of additional Pride Fund interest as a guide for agency expenditure priorities in Fiscal Year 2019 and Fiscal Year 2020. K. Ceralde seconded. Discussion: Staff clarified the nature of expenses that may be necessities. K. Reagor suggested using the same certificate frames that she uses, which would reduce the cost. L. Brewer suggested that contractors may be able use state vehicles. Council Members discussed using cabinet staff or universities to do the re-branding process. B. Hardin said to make sure that, when we seek a communications intern, we emphasize that it could be a package with a re-branding, branding materials, and website design. She mentioned Phi Beta Lambda, a business fraternity that holds business competitions, as a

potential source for re-branding. W. Bullock will continue to report using the same document with an added actual column. The Motion was amended to reflect the template revised during the discussion (see below page 3). All were in favor. None were opposed. The motion passed.

C. Vision, Mission, Goals, and Workplan

1. Information: Council Members provided feedback on the formatting of the 2018 Report to the General Assembly.

D. Environmental Education

1. Action: Motion to Establish Grievance Committee: ⇨ At 4:01 PM, K. Ceralde moved to approve, for handling grievances from members of the Environmental Education Leadership Corps, a committee with the following composition: one member of the Kentucky Environmental Education Council, one representative from Serve Kentucky, and one program director from a Kentucky AmeriCorps program other than the Environmental Education Leadership Corps. K. Reagor seconded. B. Hardin abstained. All were in favor. None were opposed. The motion passed. The Council Member to serve on the committee will be appointed if needed.
2. Update: Billy Bennett discussed the progress of the Environmental Education Leadership Corps, including development of contracts and policies, and enrollment of host sites and members. K. Reagor requested a list of service sites.

E. Support – Public and Private

1. Update: No update.

F. Coordination

1. Update: B. Hardin reminded Council Members of the upcoming expiration of all member terms on October 5.

G. Communication and Marketing

1. Update: Billy Bennett reported that the Council on Postsecondary Education is willing to have KEEC distribute and receive the application for higher education recognition in the US Department of Education Green Ribbon Schools program.

Motion to Adjourn: ⇨ At 4:38 PM, L. Brewer moved to adjourn. K. Reagor seconded. All were in favor; none were opposed. The motion passed.

Council Priority	Item	Cost 2018-2019	Cost 2019-2020	Total
n/a	Rent	\$8,100	\$10,800	\$18,900
Programs	AmeriCorps member support	\$12,000	\$3,000	\$15,000
Programs	Certificate frames for PEEC graduates (4 years)	\$500	\$0	\$500
Programs	Temporary KGHS Coordinator (\$3,800 per month)	\$11,400	\$0	\$11,400
Communications & Marketing	Re-branding	\$10,000	\$0	\$10,000
Communications & Marketing	Branded materials (banners, nametags, table cover)	\$1,500	\$0	\$1,500
Programs	Model KGHS flags	\$3,125	\$0	\$3,125
Communications & Marketing	Communications intern (\$150-\$200 per week)	\$7,200	\$7,200	\$14,400
Programs	Grants to KGHS schools (10 @ \$500 in 2018-19, and 20 in 2019-2020)	\$5,000	\$10,000	\$15,000
EE Master Plan	Grants to University EE Centers	\$0	\$25,000	\$25,000
Communications & Marketing	2019 NAAEE Conference sponsorship	\$0	\$5,000	\$5,000
Communications & Marketing	KEEC 25 th anniversary event	\$0	\$5,000	\$5,000
Annual Report	Design and Printing	\$0	\$1,500	\$1,500
EE Master Plan	Stakeholder meetings and writing retreat	\$0	\$2,500	\$2,500
Communications & Marketing	Website upgrade	\$0	\$5,000	\$5,000
Programs	Certification reunion (tied to anniversary, like a luncheon with a dinner for anniversary)	\$0	\$3,000	\$3,000
Programs	KGHS/KY NEED Summit (speaker or other expenses)	\$0	\$500	\$500
Communications & Marketing	Increased Printing	\$0	\$2,000	\$2,000
Communications & Marketing	Public service announcements or advertising campaign	\$0	\$5,000	\$5,000
Total		\$58,825	\$85,500	\$144,325