

## Envirothon Operating Committee Conference Call Minutes

Tuesday, November 7, 2017

11:00 a.m. EST

**Operating Committee Members:** Millie Langley (NC) Chair, Barry Burch (MD), Ron Hellstern (UT), Shonny Nordlund (MT), Sid Lowrance (AR), Kerin Hume (DE), Jessica Kaknevicus (ONT), Jeanne Dryburgh (NE), Wendee Zadanski (OH), Dana Collins (ONT), and Lorelle Steach (PA)

**NCF Members:** Carly Burton, Debbie Waycott, Peggy Lemons (MO), Melisa Augusto

**Others:** Tamra Cikaitoga (Idaho Host Committee)

1. Millie called the meeting to order at 11:05 a.m.
2. Roll Call – Millie
3. Approval of the September 26 Conference Call Minutes – Jeanne noted that she was not in attendance for the September call. Ron with Kerin's second moved to approve the minutes with the correction. Motion passed.
4. Statement from the Chair – Millie reiterated her response sent to the operating committee regarding the letter sent by the NCF.
5. Comments from NCF – Melisa reported the NCF approved the rule changes that were submitted by the operating committee. She also noted that she and Millie are reviewing the terms of the directors and working to determine whose terms are expiring. This information will be reviewed and considered by the NCF in January.
6. NCF Envirothon Update – Carly Burton expressed appreciation for Millie's words. She reported that she visited Idaho. Everything is going well and planning is coming together nicely. She reported that Ontario requested some Envirothon stats, which she is putting together and will email soon. Millie suggested that she send the stats to the entire operating committee.
7. Development/Fundraising update – nothing new to report.
8. Public Relations Update – Debbie provided the attached written report.
9. Committee Reports
  - a. Diversity Grants – Debbie reported that she and Melisa sent the final reports to Sue Cummings and that Melisa and Sue are working on the payment. The new application will be available by November 15. Applications will be reviewed at the January meeting.
  - b. Education Committee – Ron reported that he was in contact with two potential sponsors, but receiving no response on the proposed education project, they will not be contacted. Because he has heard no additional responses, he has no major updates.
  - c. Competition Advisory Team (CAT) – Trish was not present on the call.
  - d. Scoring Committee – Kerin had nothing to report.
  - e. Rules/Regulations – Trish was not present on the call. The recently approved revised Rules and Regulations will be posted to the website.
  - f. Host Guide and Policy Update – Lorelle reported that she will hopefully have the Host Guide and Policy documents updated by the end of the week. She will send them to the operating committee for review.

10. 2018 – Idaho Update – Tamra represented the Idaho Host Committee
  - a. Learning Objectives – Chris worked with Debbie to accomplish this task.
  - b. Financial Report – Tamra reported they are slowly getting funding. The budget will be tight. She also reported that the western NRCS regions are collectively talking and hoping to contribute \$195,000 to Idaho; this is not yet a certainty.
  - c. Sites – Carly visited the training and testing sites while in Idaho.
  - d. Other items – Idaho sent a proposal to the NCF requesting it pay for the presentation day t-shirts. Idaho is also hoping to utilize provincial and state reps as judges and other volunteers. Some concerns were voiced about using reps as judges. It was suggested that a questionnaire be developed and distributed to all representatives to determine who will be in Idaho and who is willing to volunteer and for what positions. Carly and Debbie will work on this questionnaire. Millie suggested that a set of guidelines be developed specifically regarding the use of provincial and state reps as judges. We will discuss this more in January. Shonny offered to provide contact information for some individuals who may serve as judges. Millie also suggested contacting other agencies such as environmental educators associations and the U.S. Fish and Wildlife Service to recruit volunteers. She offered to help in any way she can. Tamra also mentioned that the Idaho Host Committee will offer a shuttle to those flying into Pocatello. Shuttle services are available from Salt Lake and Boise; you will need to make your own reservations for these shuttles.
11. 2019 - North Carolina – Millie reported they are working with NC State as well as fundraising.
12. 2020 – Nebraska – Jeanne reported they are moving along.
13. 2021 – Canada – No takers.
14. Millie mentioned that she and Melisa are working on the director terms information. If anyone has anything mentioning how this should be set up, please forward to Millie, Melisa, and Carly.
15. Other items - Barry reported on the Maryland event. He mentioned that a full report will be available in Nashville. He also shared that the bills have been paid. For future hosts, build in at least 3 – 4 months for tidying up everything and give yourself at least 60-90 days to pay all of the bills. The Maryland Envirothon benefited from donations made by the county conservation districts and were able to put back into their program \$100,000. They had 225 volunteers for their event.
16. The next meeting will be the Winter Meeting in Nashville TN, January 27 – 28, 2018 (Opryland Hotel). Millie provided information on alternate hotels: Fiddler Inn (probably cheapest), Days Inn, Courtyard Nashville at Opryland, Country Inn and Suites – but be prepared to pay to park if driving over to THE Opryland Hotel. The Operating Committee and any representatives plan to meet on Saturday, Jan. 27 from 9AM – 3PM. On Sunday morning, time to be set, until Noon the Operating Committee will meet. Millie mentioned that she will chair the winter meeting and then she plans to step down as chair and take a stronger role in planning the 2019 event.
17. Meeting adjourned at 12:06 PM

Minutes respectfully submitted by Lorelle on behalf of Secretary, Jeff

**Public Relations, Debbie Waycott, report for  
NCF-Envirothon Operating Committee – November 7, 2017**

**2018 Envirothon Season** - Prince Edward Island recently held their provincial Envirothon for the 2018 season.

**Three Oaks Envirothon Team/School** recently received a provincial award for their contribution to the environment and education. They received a 3K cash award and the team is working on building an outdoor classroom at their school with the cash award. You can see the CBC media clip that I posted on face book with the students and teachers.

**Arkansas** is typically the next to hold their competition, which was held in November for a number of years, this year they have changed their dates to April.

**Website updates:**

Created a new state/provincial page for 2017/2018. This is under MEDIA, the dropdown you will see the 2017/2018 listing. This houses the dates, and any media coverage, videos, photos, logos etc. to help showcase the state/provincial events.

**New message from the Chair** has been posted

Updates to the **Study Guides on the “Current Competition”** were done a couple weeks ago and you would/should have received a list-serve telling you this. Going forward after some discussion with Chris and crew and new additions to the “Study Guide” will post as addendums.

**Reminder that the NCFOP Minutes** are posted on the website. Under CONTACT/Operating Committee UN: NCFOC PW: NCFOC

**Social Media – Continues.** Couple posts a week, Fun Facts Tuesday, Wild Wednesday, Twitter some twits and retweets. There is continual moved weekly. Not as many hits as during the competitions, but still people know we are here.

**Facebook Group Page** (discussed at the summer meeting) - Carly will be taking the lead on the getting the group going and managing the “group”

**Statistics :** Received 25 stats forms back, will format the numbers for the winter meeting .

**Diversity Grant** - The new application will be adjusted and will be sent out

**Membership Dues** – Will remain at \$350.00, projected date for the invoices and letters to go is November 15. Some people have asked they be sent out in November (which they were last year) they want to pay their membership in this year’s budget. Cheques or C/C is the options for payment. **FYI-** March 2017 41 State/Provinces had paid their membership dues which was much better than in past years !

**Telephone/email enquiries** . i.e. Saskatchewan , BC, Idaho

**Draft Registration** packages should be ready for review at the winter meeting.