

**Field Naturalist and Ecological Planning Alumni Association
Board of Directors Second Quarterly Meeting
Thursday, November 2nd, 2-4pm
Jeffords 326, University of Vermont**

MINUTES

Present: Hannah Phillips (Chair), Sean Beckett (Secretary, Treasurer), Lydia Menendez (Alumni Rep.), Jeffrey Hughes (Faculty Rep.). Absent: Lauren Sopher (Student Rep.)

2pm Review/approval of minutes from first meeting

Approved with no changes.

2:10pm Review/approval of bylaws

Modifications to bylaws discussed. Language of financial management will be altered to ensure transparency and security: Opening of incoming checks by Treasurer will be witnessed and co-recorded by Porky or administrative assistant. PayPal is the other method that deposits will be received, and that has recordkeeping security built-in. Language will also be altered to require periodic internal “audit” by non-Treasurer board member. Further specificity of these internal controls will be described in a separate document as-needed, rather than further expanding the bylaws.

2:20pm Review of products generated following first meeting

Sean’s products: Created payment system through website to accept membership deposits via paypal or mail-in check. Sean also modified membership page to reflect membership benefits, which will be modified to avoid promising services that we can’t definitively provide. Sean will add a “donate” button to the existing options to allow contributions beyond membership. Sean will also create a form to send to participants following registration.

Jeff’s products: Created a list of undergrad institutions attended by FNEPs for eventual use in marketing. Also drafted, edited, and revised a one-page “elevator pitch” of the program for use in advertising materials. Jeff will provide the Board the Forestry Program’s “one-pager” for reference.

Jeff informed the board of ongoing conversations between RSENr, CALS, PBIO, and FNEP faculty. There is significant headway in gathering consensus about moving forward with a single “FNEP” program housed in the Graduate College with resources contributed by RSENr/CALS.

Lydia’s products: Lydia and board agreed that the alumni contact list is at a point where further refinement ought to be the responsibility of members, who are better connected to their cohorts

than the board. Personal and work contact info will be ideal. Hannah and Sean will try to cross-reference FNEPAA list with Porky's list for clarity. Members will also be asked to contribute to the ongoing list of conferences, as well as a new list of email listservs relevant to conservation professionals.

Lauren's products: Sean will consult with Lauren to get a draft FNEP logo, and develop timeline for formatting Jeff's one-pager copy into a pamphlet. Business cards will also be designed ideally before next board meeting, to be used by

Hannah's products: Discussed costs for table runners, banners, business cards, and booth space. Board discussed idea of mailing out tabling materials to alumni who are attending conference.

3pm Discussion of NE Natural History Conference/Symposium Involvement

Board intends to use NENHC conference as scaffolding for FNEPAA activities. Board intends to communicate with conference organizers to claim two Saturday afternoon speaker sessions with two FNEP-specific topics that will be populated by our invited speakers. Board brainstormed topic ideas, which will be cogitated upon by Jeff and current students for finalization by Thursday (11/10) (**see list below**). FNEPAA will also ideally use the Saturday lunch hour as a time for the first annual FNEPAA meeting, and host a separate dinner for FNEPAAs. We will also try to claim an evening (7-9pm) workshop session for hosting round-table working groups, similar to the format of the 2017 FNEP symposium. The board will communicate with current students to arrange a Friday field trip catered to FNEP alum. To summarize:

Friday, April 13th

9:00 - 5:00 (or TBD) Field Trip designed by FNEP students

Saturday, April 14th

12:00 - 1:00 FNEPAA annual meeting (over lunch)

1:30 - 5:30 Two back-to-back speaker sessions on two FNEP-style topics

6:00 - FNEPAA Dinner TBD

7:00 - 9:00 - FNEPAA Workshop and/or Working Group

Potential Speaker Session Topics

- Communicating Science and Natural History to Make a Difference
- Conservation Problem-Solving in the 21st century
- Affecting Conservation Change at Landscape Scales
- Landscape-Scale Conservation Planning and Design
- Reading Natural and Human-Influenced Landscapes
- Conservation Challenges of the 21st Century
- Enacting Conservation in a Divided World
- Working with People Who Don't See Things the Way You Do

These last two topics received discussion around gathering panelists and speakers who are experts in communicating across demographics and interest groups **and/or** gathering panelists

and speakers who represent these different interest groups (trappers/hunters/mountain bikers/farmers/snowmobilers/etc.).

Landscape-scale conservation topic ideas recognized that the land trust model of conservation is especially strong in Vermont, and VT could be used as a “case study” for large-scale conservation to apply regionally/nationally. Board also discussed the alternative approach of having topics that draw from speakers/topics nationwide.

On Friday 11/11, Hannah will bring finalized topics to bring to NENHC coordinators.

3:15pm Plan initial communication to FNEP-AA.

Board discussed process for inviting two more Directors to sit on the board. Board has tabled this conversation until next meeting. Initial communication to alumni will not include info about BoD.

Discussed inclusion of the following points in initial email to members:

- Draft logo in message header
- Announcement of the launch of the FNEPAA
- Request for membership, including member benefits
- Plug for EcoBlog/Facebook/LinkedIn
- A “save the date” for the NENHC/FNEPAA symposium, including FNEP session topics
- A statement to attract alumni, such as “this is the platform for us to converge and converse with those who were trained to approach conservation problems in a similar way.

A follow-up email to registrants will include:

- Thank you note
 - Request for contact information (work and personal)
 - Additional donation request
- Provide access to contact list and request for additions
- Request for addition to conference list and Listserv list.
 - Request for people to serve as regional alumni representatives
 - EcoBlog content request (and another subscription link)

Next Board Meeting: January 11th 3-5PM

Next Steps:

- **Jeff:** Bring topic ideas (listed above) to current students, and return to board by **Monday** night for finalization.
- **Jeff:** Provide board with one-pager example from Forestry Program
- **Jeff:** Inquire with RSENH to hopefully resolve source of rumors about FNEP nonexistence.

- **Lydia:** Take the lead on compiling a list of speakers to invite to our NENHC sessions.
- **Lydia:** Take the lead on progressing with evening workshop designs.
- **Sean:** Revise membership website with added donate buttons and member benefits.
- **Sean:** Draft first correspondence to alumni.
- **Sean:** Follow up with lauren re: logo and other marketing materials. Create timeline to design one-pager using Jeff's blurb.
- **Hannah:** Revise bylaws around finances and process for inviting members 6 and 7 to BoD.
- **Hannah:** Bring session topics and outline of FNEPAA involvement to NENHC coordinator.
- **Lauren:** Draft logo and work with Sean to make timeline for other marketing materials.
- **All:** Continue to brainstorm additional speaker session topics **and** workshop ideas.
- **All:** Decide by **Thursday Night (11/10)** on two speaker session topics.