**GPSEN Coordinating Committee Meeting Minutes**

**Thursday, April 9, 2015**

**10:00 am – 12:00 pm**

**CLIMB Center, Rm 102**

**1626 SE Water Avenue**

**In attendance:**  (X – present; A - arranged):

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| X | Nancy Bond |  | David Cohen | X | Lin Harmon-Walker |
| X | Gary Obermeyer | X | LeRoy Patton | X | Bruce Podobnik |
| X | Briar Schoon | X | Kim Smith (Chair) |  | Jamie Stamberger |
| X | Grace Taylor | A | Rachel Willis | X | Jacob Morton |

|  |  |  |
| --- | --- | --- |
| **Action item** | **Person(s) responsible** | **Due Date** |
| Update Board Matrix | Lin & Committee members |  |
| Update Board member list and Committee leads on website | Kim |  |
| Develop a political advocacy policy that identifies non-profit rules on lobbying | Lin |  |
| Set up a meeting to establish Partnership model | Grace and Briar |  |
| Draft letter of support for state funding for outdoor education.  lobby training on a future agenda. | Kim & Lin | April 15, 2015 |
| Meet with Mariah Dula and Project Management team to further work on GPSEN membership and funding model | Grace, Briar, Lin, Rachel, and Jacob |  |
| Develop GPSEN Internship Program | Kim & Jacob |  |
| Identify Intern with WordPress, MailChimp, & HTML skills | Gary & Jacob |  |
| Develop specs for setting up GPSEN.org @ Host Pond | Gary | May 1, 2015 |

**Introductions:**

A. The meeting began with introductions to welcome Jacob Morton who has offered to develop a GPSEN internship program.

B. Kim explained that several former members of the CC have shifted to advisory roles: Marion, Jamie, and Rose.

**Logistics:** The agenda and minutes were approved by consensus.

**Updates:**

A. Kim reminded CC members to complete the Board Matrix, which is posted on Google docs. Lin passed a hard copy around and will enter members’ information. Purpose is to identify skills/interests represented and to identify areas that might guide future appointments.

B. The Special Appropriations Proposal for the City is on hold. Kim and LeRoy had worked on a couple project ideas. But, after consultation with Michael Armstrong, with BPS, Jackie Dingfelder, the Policy Advisor to Mayor Hales, Jennifer Allen and Fletcher Bedoin, with PSU, and Sandra Fowler-Hill, with PCC, it was decided not to pursue a grant at this time. We requested support to apply for an Americorps position, but no institution was willing to serve as the supervisor. Two issues need to be resolved: we need a clearly defined project that has specific outcomes and the focus of any such project would be on Portland, not the entire region. Recommended that we do more research and apply to Metro and Community Foundations.

C. Outcomes from lobbying in DC, meeting with RCE Shenandoah Valley, and “Cultivating the Globally Sustainable Self” Conference at James Madison University (JMU)

* Kim reported that the trip to DC and vicinity were very productive.
* Kim and Chuck Hopkins met with staffers from Senator Wyden and Merkley’s offices and Congressman Blumenauer’s office. All are on board to support education for sustainable development (ESD). Merkley’s aid suggested that states with RCEs form a coalition to support ESD (VT, MI, VA & OR). Tara Sulzen is a new environment person in Blumenauer’s local office. Blumenauer is working to build support for a $20 million bill titled the University Sustainability Program. Grace likes the idea of the Coalition, but would not put a lot of hope into it, given the political climate.
* Kim and Chuck also met with:
  + Sam Adams (now with the World Resources Institute), who is working on climate change initiatives. Chuck introduced Sam to George Heartwell, the mayor of Grand Rapids.
  + Lisa Blonder, with the State Department, who wants to create a national strategic plan for implementing the Global Action Program on ESD
  + Organization of American States (OAS). Many countries from Central and South America were represented. They discussed sustainability curriculum and exchange programs, as well as the potential to support the RCEs of the Americas.
* Chuck will now be meeting with Germany, Korea, China, and Russia to set up their implementation plans for the Global Action Program (GAP). The US State Department has never focused on ESD before. Supporting ESD and US delegates at the UNESCO conference on ESD in Japan has made a difference. We will have a direct conduit to the UNESCO effort through the US Commission. The US is still a member of UNESCO, and supports the GAP, but does not contribute money, so does not have voting rights. There may be funding opportunities. Kim will keep us posted.
* Lin cautioned that there are some limitations re: lobbying as a 501.c.3. She will update the committee on the percentage allowed compared with other projects.
* Chuck and Kim also met with representatives from RCE Shenandoah Valley. They are dealing with limitations due to conservative resistance to sustainability and the UN. However, they are doing lots of wonderful research, including network analysis and benchmarking of core regional indicators. It is a university-based RCE, without much community involvement at this time. They have developed a good MOU for partnerships.
* RCEs of the Americas Meeting is in Grand Rapids, Aug 9-12.
* JMU’s Summit Series- “Cultivating the Globally Sustainable Self” brought social sciences/humanities leaders together to develop projects to create cultural paradigm shifts and promote sustainability. Thomas Doherty, Lewis & Clark, attended. L&C will have an eco-psychology summit on June 5.
* LeRoy noted that everything in the environment is part of our world - sustainability is what we are all about. He warned that we have to be careful how we are involved but should be willing to put our stamp of approval on efforts that promote education to achieve sustainable development.

**New Business**

A. Governance

1. Proposed GPSEN membership structure and partnership benefits- Grace and Briar

* + - Grace and Briar outlined a set of membership categories based largely on Intertwine’s membership structure, featuring three levels of membership: individual, associate/affiliated, and sustaining. On an organizational level, suggested a contributing partners level.
    - What are the needs and involvement of members? Ability to provide input, receive newsletters, serve on workgroups? Can there be a donor level, distinct from members? Sustaining partners for institutions?
    - How can non-profits participate? How allow funding? Is there an exchange model where we can exchange partnerships?
    - The issue of dues is a sticking point, with advocacy that there should be a non-dues level of access (i.e. allowing for newsletter subscriptions and open stakeholder meetings) and the possibility of in-kind contributions.
    - The committee recommended reviewing the Engagement Pledge and editing it to make sure that it reflects the varying levels of membership
    - Also recommend merging all of the ways to sign up on one document. Currently, individuals can sign up for the newsletter (on PDX site, copied to MailChimp), organizations sign up to be on the map (managed by GIS instructor at PCC), and all can sign the Engagement Pledge, which identifies ways to get involved in committees and offer in-kind support. This populates an Excel spreadsheet, which Kim manages.
    - Core questions include how many individuals can represent organizations. It was noted that since we are not a member organization that this simplified matters, as we do not need to determine voting rights.
    - Kim suggested looking at RCE Shenandoah Valley’s MOUs with partner organizations, but the committee decided that we did not need to be so formal.
    - After a half-hour of discussion, recommended to go back to committee. Grace and Briar will organize a meeting for a working group.

2. Organizational Development

* + - Program Management
      * Mariah Dula is leading a Project Management team through PCC that has offered to help develop a membership and funding structure for GPSEN.
      * The Coordinating Committee reviewed the proposed “deliverables” and agreed with all items except the survey, as GPSEN has already surveyed stakeholders to identify particular needs. Bruce also does not want to over-survey stakeholders, as he plans to do outreach for his network analysis research.
      * Check out Chuck’s recommendations from February meeting on governance structure.
    - Internships – Jacob Morton will develop an internship program, matching needs with interns and manage/coordinate the interns (for the near term). Committee members are asked to identify internship needs, benefits, schedules, supervision models, and how to evaluate. Should be advertised on the website and in newsletters, as a clearinghouse.

3. Question- Political Advocacy Policy and Outdoor School Letter?

* Outdoor School has asked for a letter of support for state funding of outdoor schools. OK to write?
* Lin says we could avoid direct lobbying if we focus on educating on the importance of outdoor school. Briar asked whether signing on would be ok. There is no problem at this point since we are not yet a non-profit. Briar asked whether signing on now jeopardizes the future request to become a non-profit Lin doubts it, since we’ve already done projects, and the percentage of our lobbying efforts are relatively low.
* Recommend offering events to facilitate non-partisan analysis.
* Kim & Lin will co-write the letter using recommendations as a starting point.

B. Outreach and Communication

1. Website Update – Gary recommended going with WordPress and contracting with Host Pond to do the hosting ($9.95/month). The fee includes two hours of set-up assistance. Focus will be on combining membership/partnership info into one database and integrating MailChip functionality.

2. It was agreed that Jacob will try to find interns with the requisite skills to help with website development, database development, and social media.

C. Programs and Events

1. The committee reviewed the April newsletter and were reminded to send in events for outreach

2. Earth Week

* PCC will be hosting a number of presentations: Ilarion Merculief will speak on Indigenous Wisdom on 4/20; Kim will speak on the UN and GAP on 4/22; the Yes Men! Will perform on 4/23.
* Earth Day Celebration- April 25. Discussed whether to register for a table ($75). If so, we need volunteers to help with tabling. Gary could help. Grace is willing to do outreach by visiting with other booths.
* Bruce will be there with the College Student Networking event (60 students are attending!), so he will be busy that morning.
* IDEA\_Oregon- Greg Smith event at First Unitarian Church - April 22

3. Upcoming Events

* Stakeholder Meeting will be held in late May (time/place to be set). Will combine with report from Project Management team and partnership roles.
* Nancy reported that the Virtual Youth Conference is set for May 15. Will send out information.
* Youth Network is developing a penpal program, between Japan and PPS.
* Rachel encourages GPSEN and partners to sponsor the Village Building Convergence, City Repair
* We need to decide on how we will co-sponsor other events, given funding expectations.
* Others?

**12:00 Adjournment**