

**EEAC Meeting Agenda**  
**December 16, 2020**  
**Wed 5:30 pm - 7 pm**  
**Online Zoom Meeting**

Committee Reports and Updates

- a. Approve previous meeting minutes: [EEACminutes20201118](#)
  
- b. Program Committee
  - i. Virtual program ideas: - Fran stepping in as interim Program chair.
    - 1. Planning January Forum event
  
- c. Communications
  - i. Communication Committee Meeting and updates
    - 1. Rebranding/Logo Redesign
    - 2. New Member Packet
    - 3. Marketing Plan
  - ii. Website and Database Updates: <https://eeac-nyc.org/ee-pl-opportunities/>
  
- d. EEAC and NYSOEA Partnership
  
- e. Projects Forum
  - i. Updates on Syllabi bank and other projects  
Possible new framework for TEEP, Environmental Education Projects Forum (EPPF):  
[EEAC\\_EEPPF-EnvironmentalEducationProjectsForum2020.pdf](#)
  
- f. Adaptive Plan Accountability
  - i. Bonnie R, Bonnie M, and River meeting to develop a rubric to measure programs and communications against our new mission.
  
- g. Membership and Finance
  - i. MM – current stats
    - 1. Member and Finance stats as of 12/07 updated on Annual Meeting slide:  
(Please pull in membership stats from slide)  
**EEAC Finances as of Nov 30:**  
Starting Dec. 31, 2019: \$7,448.78
      - + Receipts:
        - Membership: \$1,337.62
        - Interest YTD: \$4.09 (11/30/20)Total Assets: \$8,790.49
      - Expenses: \$1,206.27 (Includes \$1,000 donation to COVID Relief Fund)**Current Balance: \$7,584.22 as of Nov 30, 2020**

2. Need to

- update membership list & finance stats for any sign-ups via Eventbrite since after 12/7 Annual Meeting.
  - Create and send receipts to everyone who paid 2021 membership; save in GoogleDrive
- ii. Eventbrite Membership Drive has been updated; website updated to show this new link (thank you to Shig!)
- iii. Google Group lists: working with Carol Franken to check back & forth against Membership spreadsheet to make sure all EEAC members are on Google Group, and that we invite all subscribers to join EEAC.

*MM: When do we see and approve the minutes from the Annual meeting?*