



## Quad Cities Earth Coalition Meeting Minutes

February 9th, 2017  
River's Edge 700 West River Drive  
3:00 p.m.

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**ATTENDANCE:** Robbin Dunn (COD, Public Works), Sarah Fitzgerald (R.I. Soil & Water), Ryan Merritt (Davenport Parks & Rec.), Amy Loving (Nahant Marsh), Christina McDonough (SC), Emily Santiago (Wapsi), Brandy Welvaert (Waste Commission Scott County), Heather Ballou,

**PREVIOUS MEETING MINUTES:** A motion was made by Emily Santiago, seconded by Ryan Merritt to approve the December 8<sup>th</sup> 2016 Meeting Minutes. **MOTION PASSED**

### TREASURER'S REPORT

- Balance Of Accounts As Of February 2017
  - Checking: \$3698.00
  - Savings: \$5.02
  - Total: \$3703.02
  
- Encumbrances/New Expenses:  
None
  
- Finance Committee Updates:  
None

### OLD BUSINESS

- Strategic Plan
  - Review and continue to work the plan.
    - Website Content & Launch (Feb. 14<sup>th</sup>)

Some possible changes may be made to how content is uploaded; Robbin will send out new links and ensure everything is being uploaded directly to the new QC Earth site. New organization/structure of the folders and naming conventions may be instituted as soon as we see how much content is really being uploaded. Calendar options are still being pursued, send upcoming events and descriptions to Robbin until that is streamlined. Any requests generated by the "contact us" link on the website will be routed to Sarah and Ryan.

Ryan will create a media release to be sent out in preparation for the websites official launch on February 14<sup>th</sup>. Robbin will contact potential new member organizations at this time to eliminate duplicate contacts being made. **A motion was made by Emily Santiago, seconded by Amy Loving to approve the purchase of \$50 worth of Facebook ads to promote the launch of the new QC Earth Website. MOTION PASSED**

- Membership Pledge & Agreement Document  
Several small changes to the Draft Membership Pledge and Agreement documents were discussed. Sarah will make changes and send out finalized document. Membership benefits were discussed.

- Liability Insurance

Sarah discussed steps that had been taken towards securing the liability insurance since last year. Robbin will talk to her legal department to figure out what exactly we need as a group as it has become unclear.

- Next Steps
  - Passport Program! (See Attached Sample)**
  - Volunteers needed to help create this program! We will discuss/work on initial steps at our next meeting.**

#### **NEW BUSINESS**

#### **INFORMATION SHARING**

**NEXT BOARD MEETING** – April 13th 3:00 p.m. River Edge Davenport

#### **ADJOURN**