



## Quad Cities Earth Coalition Meeting Minutes

May 11<sup>th</sup>, 2017  
River's Edge 700 West River Drive  
3:00 p.m.

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**ATTENDANCE** Laura Berkley (Bi-State/RICWMA), Sarah Fitzgerald (R.I. Soil & Water), Ryan Merritt (Davenport Parks & Rec), Kristin Bergren (BHP/Sierra Club/Keep Moline Beautiful), Emily Santiago (Wapsi), Shirley (Guest/Potential New Member)

### PREVIOUS MEETING MINUTES:

#### TREASURER'S REPORT

- Balance Of Accounts As Of 4/30/ 2017
  - Checking: \$3698.21
  - Savings: \$5.02
  - Total: \$3703.23
  
- Encumbrances/New Expenses:  
None
  
- Finance Committee Updates:  
The Facebook promotional ads that were approved at the February meeting have not been purchased yet. **"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" (2/9/2017)**

Ryan will be filling out annual tax paperwork in the fall. No other financial updates.

#### OLD BUSINESS

- Strategic Plan
  - Review and continue to work the plan.
    - Membership Pledge & Agreement Document  
The pledge and agreement documents have been finalized and Sarah provided the members in attendance with a copy to sign and return to her. **The other members will be emailed a copy in the next week to sign and return. It is the groups hope that all pledge documents will be turned in by next meeting.**

- Passport Program

Ideas presented during brainstorming session:

-Soliciting sponsorships/donations from local businesses in order to provide prizes (Modern Woodman, Family Museum, Davenport Parks & Rec, Passes/Coupons)

-Possibility of following previous passport program flyer as a template

-Requirements to receive prizes? (Number of events attended, attended one event during each season, number of events attended corresponds with type of prize)

-Physical booklets to serve as Passport, or punch cards, or pouches/lanyards

-Ranking system to award different prizes for different achievements

-Ability to post photos to Facebook page to claim prizes/show participation

-“Mission: The Earth” as program name/tagline

-Advertising Program: QC Earth Website possibly put physical passport in Davenport Parks and Rec print catalog/RISWCD newsletter, Facebook Page

**Before next meeting: Kristin will research lanyard pricing, Sarah will compile a list of possible prizes and gather survey results, Ryan will research other Passport Program examples to draw from.**

- Liability Insurance

No Update

- Next Steps

**Work to finalize Passport Program, update from Robbin on Liability Insurance next meeting potentially. Please respond to survey if you have not already!**

## **NEW BUSINESS**

- New Membership Requests Received

Two new memberships' requests have been received and as soon as the next meeting date is finalized Sarah will send them the Membership Pledge and Agreement, Website Link, as well as an invitation to attend the next meeting.

- Executive Committee Election Nominations

Similar to last elections, Sarah will send an interest survey out to current members which will ask them to indicate which positions they would be interested in holding. **Please fill out Survey as soon as you receive it! Nominations will be made at the June meeting.**

## **INFORMATION SHARING**

A summary of information sharing was emailed to members.

**NEXT BOARD MEETING** – TBA June 2017 3:00 p.m. River Edge Davenport

**ADJOURN**