



EAW Board of Directors Retreat



Saturday, January 16, 2010

Jones & Jones, 105 South Main Street, Suite 300, Seattle (next to Elliott Bay Books)

Coffee and tea available at 9:15 a.m. Meeting starts promptly at 9:30 a.m.

AGENDA 9:30 a.m. to 5:00 p.m.

Time	Item	Leads	Action item?	Desired Outcome	Document
9:30	Welcome and Introductions	Saul	No	Get better acquainted	List of Board Members
10:00	Review of agenda; approval of 12/16/09 Minutes	Saul	Yes	Agreement on the agenda Approve minutes	Minutes
10:15	Election of Officers for 2010	Saul	Yes	Election	
10:30	Set dates for Board meetings in 2010 and Board Retreat in January 2011	Nan	Yes	Agree on meeting dates/times	Draft schedule
10:40	Treasurer's report	Kara	No	Understand budget and cash flow	Treasurers Report Financial reports
11:00	History of EAW and Review of 2009	Abby	No	Celebrate progress in 2009	
11:25	Assignment of signatories on bank account	Abby	Yes	Approve signatories	Draft Work Plan and Budget
11:35	Executive Session to discuss and approve changes associated with transfer of employment authority from Cispus to EAW	Nan	Yes	Decide on proposed changes	
12:00	Lunch (catered) Presentation by Washington Association of Green Schools representative/Q/A	Marcia Rutan	No	Understand WAGS proposal	WAGS Business Plan
12:30	Discuss WAGS proposal	Nan	Yes	Decide on response to WAGS proposal	
1:30	Discuss proposal for joint EAW/WSTA conference in 2011	Tim	Yes	Decide on joint conference	Report from committee
1:45	Introduce proposed 2010 Work Plan and Budget	Abby/ Nan	No	Review and understand proposed work plan and budget	2010 work plan and budget
2:10	Discuss 2010 Work Plan and Budget <ul style="list-style-type: none"> Agree on priorities Discuss roles of staff and board members—assign responsibilities Tentative approval of work plan and budget 	Nan	Yes	Set priorities; understand and commit to roles as board members	2010 Timeline
4:45	Reflections on meeting	Nan	No		
5:00	Adjourn	Nan	Yes	Note next meeting date	