**Mid-Ohio Valley Climate Action & local chapters of Citizens’ Climate Lobby (CCL) and 350.org**

**Minutes of Business Meeting on Thursday February 2, 2017, 7-9 pm.**

 **Held at the First Christian Church, 1400 Washington Ave., Parkersburg, WV**

**In Attendance:** Eric Engle, group leader, Jean Ambrose, Adeline Bailey, Mike Bailey, Dave Ballantyne, Wayne Dunn, Jeff Fox, Michael Ireland (for presentation), Robby Kerr, Carl Long, Louise Long, Miranda Dunn Maier (briefly), and Cindy Taylor. Total: 13

**I. Agenda, welcome, and introductions.** Eric Engle. Note: Agenda for meeting was sent via email to all MOVCA membership and also distributed at the meeting. Eric made it clear that this is a MOVCA business meeting (1st Thursdays of the month), which is basically the meeting of MOVCA’s leadership group to conduct needed business, but is open to all MOVCA members. The third Thursday regular MOVCA monthly meetings would be of more interest to most MOVCA members (and the time when guest speakers might be scheduled). Those in attendance briefly introduced themselves and explained why they attended.

**II. MOVCA “Language”.** Eric Engle explained that MOVCA’s descriptive language using the word “group” for our organization (we are a voluntary association) and “group leader” and “groups” instead of “committees” was confusing to people and he felt MOVCA would benefit from having more “regular” language. It was agreed that MOVCA will adopt more “regular language” and work to more clearly present our organizational structure and what we are doing.

**III. Form Letter Proposal**. Eric Engle introduced new MOVCA member Michael Ireland, who is concerned about the possible appointment of Neil Gorsuch to the Supreme Court and stated that “Neil Gorsuch is a radical choice who would put the environment, working families and basic rights for all Americans at risk.” Michael proposed that MOVCA take immediate action to express opposition to this appointment. To facilitate this action, he presented two different letters (addressed to WV Senators, the Honorable Joe Manchin III and the Honorable Shelley Moore Capito) which we could send as members of Mid-Ohio Valley Climate Action. There was discussion about possibly adding the MOVCA logo as a letterhead.

 Follow-up discussion: Members expressed their appreciation of the work by Michael. There was concern that all claims are valid and there was a suggestion to edit last sentence (eliminating “join in the majority of the American people who oppose”) and end with: “Please oppose Trump’s appointment to the Supreme Court.” It was suggested that these letters (with the editing), could be an excellent guideline for our members who may want to personalize it to more fully represent their own views and concerns. It was suggested to perhaps post these on MOVCA facebook page. Regarding the use of MOVCA Logo on the letterhead, both Adeline Bailey and Cindy Taylor expressed concerns about use of our official logo. It was decided that **only our leader, Eric Engle, would use the letterhead with MOVCA logo** and he would submit an MOVCA letter to Members of Congress. Eric will determine how to best share Michael’s letters with MOVCA membership. Since MOVCA serves both OH and WV, supplying contact information for Members of Congress for both states would be helpful. Indifferent to the choice of wording in the letters, Michael said the aim was only to add to the tally of opposing communications on the Senators’ records. The letters as presented were dated for the day after the meeting, their hoped-for mailing date.

**IV. MOVCA Minutes.** Cindy Taylor. Cindy volunteered to record the minutes of tonight’s meeting.

January 19, 2017 MOVCA Meeting Minutes recorded by Cindy were amended to correct the spelling of our speaker’s name: **Roger Wilkens.**  These amended minutes were approved. November 15, 2016 MOVCA Minutes were accepted without correction. Cindy will put copies of final minutes in Dropbox for safekeeping. There was discussion about how to handle minutes of the MOVCA business meetings. Jeff Fox suggested circulating a rough draft of the minutes to the full membership and reading these at the next MOVCA Public Outreach Meeting, so that the full membership will be clear on any decisions made. Final approval of the business meeting minutes would happen at the next MOVCA business meeting. This suggestion was acceptable to the other members.

While there was expressed appreciation for the detailed and thorough minutes Cindy had been keeping, it was noted that such detail is not necessary and anyone fulfilling that duty should feel free to simplify.

**V. Treasurer’s Report.** Dave Ballantyne, Treasurer. Dave reported a balance of $406.50 in MOVCA treasury. Dave had sent spreadsheet with accounting details to MOVCA leadership. (Funds from the Dunn Foundation Grant have not yet reached MOVCA and are being held by WVCAG Education Fund, our fiscal agent. When MOVCA has an official bank account, grant funds will be released to MOVCA.

**VI. Approval of New Location (FCC) and rent for MOVCA & Rental Agreement.** Jean Ambrose. After numerous conversations with Janice Hill, Pastor of First Christian Church, and other members of MOVCA leadership, Jean summarized the general agreement for use**. MOVCA unanimously approved the payment of $400 to First Christian Church for a one-year use of their facilities**. MOVCA treasurer, Dave Ballantyne will make this payment from our current account and FCC will be asked to give a receipt. Jean had prepared a one-page draft ***Agreement for the Use of Space at First Christian Church***. Members reviewed this and made suggestions. Jean will follow-up on this with Janice Hill and leadership, so that our agreement can be formalized.

**VII. Bylaws, Fiscal Policies, MOVCA election of officers and MOVCA Checking Account.** Jean Ambrose. Jean explained that before the bank will allow MOVCA to have a bank account, they will require written bylaws, officers, and stated fiscal policies. Very experienced in this area, Jean kindly shared her expertise and created a very simple document of the bylaws which reflected the way MOVCA is currently working. Rough drafts had been circulated via email and members had given feedback. These bylaws were discussed, edited, and finalized. In creating these documents, it was necessary to define “**MOVCA members**” and it was agreed that **to be an official MOVCA member, the individual must request to be a member**. It was also agreed that the section of the bylaws regarding the quorum required for official business be amended to state that **for any MOVCA meeting to be official and transact any business, at least eight MOVCA members must be present**. The full bylaws have numerous other details as well as procedures for amending the bylaws. ***MOVCA Bylaws* were approved by unanimous vote.**

Jean’s proposed document titled *MOVCA Fiscal Policies* was handled in a similar fashion. ***MOVCA Fiscal Policies* were approved by unanimous vote.**

The following MOVCA members were nominated and unanimously elected as **MOVCA’s first official officers** (as defined by newly enacted MOVCA Bylaws): **Chair: Eric Engle; Vice-Chair: Wayne Dunn; Treasurer: Dave Ballantyne; Secretary: Cindy Taylor**

By unanimous vote there was **approval to create a checking account for MOVCA.**  It was agreed that MOVCA will use Eric Engle’s address as the MOVCA legal address for this account. Dave Ballantyne is currently banking with Chase Bank, so it was suggested that he take these documents to Chase Bank and see what else may be needed. Jean Ambrose will enter all edits to the documents (the Bylaws, Fiscal Policy, and Agreement with First Christian Church) and circulate accurate copies to MOVCA Leadership.

**VIII. MOVCA work group clarification and organizational structure.** Eric Engle led a discussion about what is working for MOVCA and inquired how we could organize things so that it was possible to move forward, engage more people, and present what we are doing. Two areas that seem to be working well are FBI, Faith Based Initiative, lead by Wendy Tuck, and the Letter-Writing Group lead by Jean Ambrose. Wayne Dunn spoke about the offers to have MOVCA give public presentations and Jeff Fox mentioned the offer to speak to Parkersburg City Council. Jean Ambrose suggested MOVCA needs a *SPEAKERS BUREAU*. MOVCA’s Science and Strategy Group has evolved into new directions. Eric asked, “How do we move forward, what are your ideas?” Guest speakers have been appreciated, and offered valuable educational opportunities for the whole membership. (Jeff Fox mentioned that he was following up on Chip Pickering’s offer to provide electrical charging stations for the City of Parkersburg and looking for possible locations.) Jean Ambrose suggested that MOVCA needs to give more guidance so that presenters can more closely link to MOVCA’s goals. It was the organization map presented by Roger Wilkens and MOVCA’s mission statement**: *Inspiring and mobilizing the people of the Mid-Ohio Valley to immediately address the climate crisis through education, activism and coalition building***, which inspired Cindy Taylor’s suggestion: to use those three categories of our mission statement as the organizational structure for MOVCA. She relayed how different MOVCA activities, projects, presentations, and affiliations with other organizations fit into one of those three areas. Jeff Fox suggested adding one more category: administration. Members were positive about the suggestion and brained stormed with more ideas. Eric commented that it would also help with website design. It was also acknowledged that effective work bridges all four.

Cindy Taylor’s Proposal: Organize the working committees of MOVCA under the headings: **Activism,** **Education,** **Coalition Building,** and **Administration**. This proposal was seconded and unanimously accepted.

**IX. NCSE affiliation.** Eric Engle shared his enthusiasm for MOVCA’s affiliation with NCSE (National Center for Science Education). See <https://ncse.com/> . This coalition has already led to wonderful publicity including Eric being interviewed by the New York Times on Jan 5, 2017. NCSE staff have provided educational materials and designed a logo for a **NCSE SCIENCE BOOSTER CLUB** which incorporates our MOVCA logo. A copy of this logo design was circulated. Eric will share more information at future MOVCA meetings.

**X. Calendar.** Jean Ambrose.Jean asked all members to give dates of upcoming events, celebrations, opportunities, etc. (for the entire 2017 calendar year) which would be of interest to MOVCA.

**XI. Parkersburg Non-Discrimination Ordinance.** Eric Engle asked if our organization, MOVCA, would be willing to sign a petition to support a Non-Discrimination Ordinance for the City of Parkersburg. **MOVCA members voted unanimously YES, to support a Non-Discrimination Ordinance for the City of Parkersburg.**

**XII. Next MOVCA Meetings and Dates:** There was discussion about possible programs for next MOVCA meetings.

**2/8/2017 POST-NOTE: The next regularly scheduled MOVCA Public Outreach Meeting WILL NOT TAKE PLACE on Thursday, Feb. 16 from 7-9pm** at First Christian Church, 1400 Washington Ave, Parkersburg**.** Instead all MOVCA members are encouraged to participate in the Citizens’ Lobbying Workshop scheduled for that same evening. This workshop is free and open to the public.

Eric Engle’s email announcement to membership (2-8-17): **“IN PLACE OF OUR NEXT MOVCA MEETING, WE HAVE DECIDED TO ATTEND A CITIZENS' LOBBYING WORKSHOP SPONSORED BY CITIZENS' ACTION GROUP ON THURSDAY, FEBRUARY 16TH FROM 6 P.M. TO 8 P.M. THE WORKSHOP IS POTENTIALLY AT WVU-P IN THE THEATER ROOM, BUT IF THERE IS A CHANGE OF VENUE I WILL BE SURE YOU'RE MADE AWARE. IF THE WORKSHOP IS HELD AT THE COLLEGE, WE WILL LIKELY BE ABLE TO SET UP AN MOVCA TABLE OUTSIDE OF THE ENTRANCE/EXIT DOORS OF THE THEATER ROOM. THIS IS A GREAT OPPORTUNITY!”**

**Next MOVCA Business Meeting will be Thursday March 2, 2017.** 7-9 pm at the First Christian Church 1400 Washington Ave., Parkersburg, WV

**XII. Meeting adjourned.** (About 9:15 pm). ***MOVCA Bylaws 2-2-17*** and ***MOVCA Fiscal Policies 2-2-17 attached as separate documents.***

*Recorded by Cindy Taylor*