

SENT BY:

: 1- 6-92 : 14:41 :

John Jackson-716 886 0303

:# 3

Attachment to
Agenda item #5

Bd Minutes Oct 8-9, 1988

review RAPs, the funding would help set up a GLU office in Canada \$50,000 is estimate for request. John added that the RAP reviews are not just be Canadian RAPs. Supplemental funding from American sources (e.g., Mott Grant) will help reviews from American side.

It was moved by John Witzke, supported by Camilla Smith authorizing GLU to apply to the Ontario Ministry of the Environment for a grant to develop a system of reviewing RAPs by citizens. The motion carried unanimously.

11. Canadian Account bookkeeping and auditing -

The goal is to provide a format for the Canadian account to be registered in Buffalo, similar to printout of the American accounts. Rick Coronado commented that we must maintain appearances to Canadian government and auditors that the management of the Canadian account is autonomous from American management. Mr. Boice pointed out that the Canadian financial statement has been tardy and less fully documented, and management of different accounts must be under the executive, not two independent processes. He stated that we don't want to be like apples and pears but like apples and apples. The philosophy that "Canada wants to manage its own" should be avoided. Mr. Coronado stated potential Canadian members, such as unions, first ask, "Who manages our accounts, Americans or Canadians?"

Consensus was that an attempt to expedite data transfer will be made so that in two months at the next board meeting, we can have Canadian account data operating in computerized accounting system (Peachtree).

12. Management of Proposed GLU Office in Canada -

Suggestion was made to check out colleges in Canada that have previously been receptive to housing a GLU office.

John Jackson suggested that we must avoid perception that the Canadian office be viewed as a branch, and as not being independent. A suggested solution was to have an Associate Director in each office under the direction of the President.

Much discussion was held, including that the Canadian office is necessary to convince funding sources in Canada, as well as media and potential members, that GLU's focus is on Canadian issues. Some members felt that having two equal but separate directors could cause problems and that a single director is needed. A two-director approach is counter to effective management structure ongoing in all other organizations.

President Brown commented that this discussion must not result in delay for the Executive Director. Proposal for new executive structure must be formally and promptly submitted.

After Mr. Coronado's arrival, the Canadian Financial report was given. It was moved by Mr. Boice and supported by Daniel Green to accept the report, the vote was delayed until a discrepancy was corrected and then the motion carried unanimously.

15. Lake Ontario Report and Kingston, Ontario meeting -

Sarah Miller stated it was a good meeting, and government officials came away impressed and with good ideas. Action projects out of the meeting:

- o Election project - letters sent to Mulroney and Reagan, with copies to all Op-Ed editors - resulted in Ed Broadbent coming out with his environmental policy, for example.
- o A health survey will be done by citizens in coastal cities, devised by Kate Davies and with a publicity strategy. Board was excited at this project and saw it as being of potential use elsewhere.

Tim Eder suggested getting a grant to develop a guide to reviewing RAPs.

The meeting was recessed at 6 p.m. Saturday until 8:30 a.m. Sunday, October 9.

Sunday, October 9, 1988 Session:

3. Executive Director Search -

President Brown appointed the following to a Executive Director Search Committee:

Bob Boice, Chairman	Paul Muldoon
Dick Kubiak	Ken Lounsbury
Joe Finkbeiner	Sarah Miller
John Hickey	

It was moved by Pam Laisinger and seconded by Sr. Margeen Hoffman that the committee appointments be approved. The motion carried unanimously.

10. Report on project ideas for Canadian grant application -

John Jackson said Ministry of Environment would be approached for a grant to assist the critiquing of RAPs by citizens.

What reviewers should be looking for in a plan, what the design should be for the citizen committee to monitor implementation, etc. and many other questions need to be answered so that a document can be developed to cover these issues. The Ministry is very interested in providing the funding. Beside being able to

The perception by Canadian organizations and foundations that GLU is skewed to America is very serious and must be addressed. Because of this, executive director candidates should be told that the position's definition is subject to modification to perpetuate the bi-national identity of GLU. Some board members felt this was vital to perpetuate the bi-national identity of GLU.

Mr. Boice moved and Mr. Coronado seconded the creation of an ad hoc committee to follow up on the proposal put forward by the Canadian directors relative to management of the international offices and operations of GLU, and that a Search Committee go ahead to hire an executive director with proviso that potential changes are under review.

Discussion was held and an objection was raised that the appointment of an ad hoc committee cannot be established until absent board members are contacted.

The motion carried unanimously.

President Brown suggested there be 5 - 7 members on the ad hoc committee and that John Jackson serve as chair.

Motion from Paul Muldoon, seconded by Camilla Smith, that an John Jackson be appointed as chairman of the ad hoc committee and that the President appoint the committee as soon as possible. The motion carried unanimously.

Report from the ad hoc committee is due at the next board meeting.

John Witzke moved, seconded by Peter Lemon, that the next board meeting be January 14-15, 1989 in Lansing, MI. Motion carried.

Board meeting will be in MUCC headquarters in Lansing, MI.

13. U.S. / Canadian Education -

Proposed as conference or workshops and also as a guide for Great Lakes activists to understand how to run a bi-national organization. No formal proposal at this time. This project could take place at the next annual meeting.

14. Ontario Waste Management Proposal -

Refers to the annual meeting resolution that GLU would only support above-ground (as opposed to "shallow entombed" landfill) storage of hazardous waste. John Jackson felt any lack of clarity about the resolution (initiated by President Brown) must be corrected at the next annual meeting, not at the board meeting. Because of this, discussion was terminated.

Bd Meeting Jan 14-15/89

President Brown explained that, at the October Michigan Water Resources meeting in Houghton, MI a presentation was made by the developer of the paper mill. The developer has had a subsequent meeting with DNR to air concerns and two meetings with Michigan DNR Task Force in regards to this proposal.

Fred asked that Scott, Bill and John Witzke attempt to keep up to date on this project.

14. Agenda Item Added - CFC (chlorofluorocarbons)

Rick Coronado made a brief presentation to the Board concerning the CFC issue in his area.

Fred mentioned that Dow was changing its process in making styrofoam.

Rick pointed out that industry has had the technology to produce a product with lower levels of CFC but only now is implementing them.

Paul Muldoon indicated that the City of Toronto will be addressing this issue. Cups, insulation and air conditioners are known sources of CFCs. There is a change of getting change in Bylaws (Toronto) through. Paul said opposition was on technical grounds.

Saturday Board meeting adjourned

Sunday, January 15, 1988 Session

Attendance - BOARD - Frederick Brown, Sister Margeen Hoffmann, Glenda Daniel, Rick Coronado, Robert Boice, Scot Stewart, John Witzke, Joe Finkbeiner, Sarah Miller, Camilla Smith, William Neuhaus, Richard Kubiak, Sister Pat Lupo, William Robinson, John Jackson, Paul Muldoon STAFF - Jim Ahl, Bruce Kershner ABSENT - Joshua Wunsch, Pam Leisinger, John Hickey, Daniel Green, Ken Lounsbury, Peter Lemon

Fred Brown called meeting to order at 9:30.

John Jackson requested that the following items be added:

- IJC Biennial Meeting
- Formation of awards
- Possibility of creation of Great Lakes Foundation in U.S.

15. Canadian office Ad Hoc Report

John Jackson explained process he went through, which also involved in a conference call with Ad Hoc Committee before Christmas. Bob, Sarah and John met Saturday morning. The report reflects the points of discussion.

Bob identified two problems: The need to 1) identify coordinator who would submit grants, and 2) make sure that we have flexibility of staff.

Fred said he was pleased to see the flexibility in the proposal. In the Ad Hoc Committee report, Item #8 it is necessary to add "when funding is available".

Bill Robinson expressed concern over title, duties relative to hiring process of new director.

Paul explained that the proposal guidelines would be addressed in interview process.

Rick Coronado questioned personnel policies. Fred/Bob discussed the existing personnel policy.

John Jackson commented on resubmission to Laidlaw. Meeting during which Laidlaw would consider the proposal is February 14. \$10,000 is requested; in essence it is the same proposal as previously submitted.

John Jackson is preparing a proposal to Ontario MoE for RAPs. The proposal will include some overhead money for office operation. Additionally, the C. S. Mott grant would supply some funding if the field coordinator were moved to Windsor.

Fred said such a decision relative to relocating the position to Windsor depended upon available funds.

Bob Boice suggested that work permits will be needed eventually. He emphasized that since 1983 the Board has been talking about a Canadian office, and suggested that future budgetary considerations indicate this.

John Jackson suggested a change in wording in Item #8 of the Ad Hoc Committee report. The change shall be:

"Executive Committee should seriously consider moving the position of field coordinator, funded under the C. S. Mott grant, to Windsor.

Bob Boice moved that the Ad Hoc Committee report of January 14, 1989 as modified by John Jackson be adopted (copy attached). Motion was supported by Sister Margeen Hoffmann, and was carried.

President Brown asked Board Members in attendance to indicate dates available for the next Board Meeting.

Dates to select from included: March 4 & 5, March 11 & 12, and April 8 & 9.

REPORT OF STRUCTURE COMMITTEE
JANUARY 14, 1989

Committee Members: John Jackson (Chair), Glenda Daniel, Bob Boice, Sarah Miller. Pam Leisinger and Peter Lemon were not able to participate.

PURPOSE: The committee was set up to make recommendations on how the office in Buffalo and the proposed office in Windsor should be coordinated.

OBJECTIVE: To create a situation where there is sufficient flexibility to allow different offices to play a lead role in particular issues of their specialty and be responsive to needs in their region while still providing sufficient coordination to have basin-wide strategies and to cooperatively administer GLU.

RECOMMENDATIONS:

1. No office should be seen as the international headquarters.
2. No position should be permanently assigned to one office location. This provides maximum flexibility at hiring time; this is especially important for a binational organization, where it may be hard for a person to get a permit to work in the other country.
3. We recommend that administrative staff have flexibility to assign issue work among offices according to needs and convenience. According to the expertise of the staff, an office may develop an area of policy specialty.
4. The executive director shall focus on coordinative rather than direction. Rules would be:
 - a. primary responsibility for administration of GLU, including budgeting, accounting, personnel and reporting on these matters to the Board;
 - b. primary responsibility for certain issues in which they have developed expertise; and
 - c. coordination of issue work of all employees to ensure awareness of all work of GLU among all employees and cooperative work on issues.
5. The title of executive director should be changed. We did not decide on a title to recommend. We thought of titles such as administrative coordinator and staff director. But we were not completely satisfied with either of these.

SENT BY:

; 1- 6-92 ; 14:45 ;

John Jackson-716 886 0303

:#10

6. The office where the executive director is not located should have a regional coordinator. This person's function would include:
 - a. working with the executive director on administrative matters;
 - b. developing and implementing issue work in the areas of expertise developed; and
 - c. ensuring coordination of issue work carried out in that office with the rest of GLU through the mechanisms set up by the executive director.
7. The office responsibilities would not be divided on a U. S. - Canada basis. All offices would be serving people in both countries. A Windsor office, for example, would be called our office in Canada -- not our Canadian office.
8. Starting office in Canada; To assist in getting an office started in Canada, the executive director position is not located in Canada. The Executive Committee should seriously consider moving the position of field coordinator, funded under the C. S. Mott grant, to Windsor.