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Montana Environmental Information Center

EI# 23-7337100

Part I, line 1

MEIC is a nonprofit environmental advocate founded in 1973 and incorporated in 1974. Its mission is to protect and restore Montana's clean and healthful natural environment. Its most significant activities include: monitoring and influencing state government actions; educating the public; and providing individuals and nonprofit groups with advice and assistance. The organization works on a broad range of issues, including water and air quality, global warming and climate change, energy policies, hardrock and coal mining, local land use planning and development, the management of State-owned lands, and defending Montanans' constitutional rights to a clean and healthful environment and to participate in government. MEIC's financial support comes primarily from its members and other nonprofit organizations.

Part VI, lines 6 and 7

MEIC is an organization that is supported, in part, by members through the payment of voluntary contributions. Members receive only insubstantial goods and services in exchange for their contributions, and therefore their payments are reported in Part VIII as contributions, not as membership dues. Members, who are not divided into classes, elect all the directors of the organization, although the Board may elect directors to fill vacancies until the next annual election. Members must also approve the provisions of the By-Laws relating to the number of directors, the terms of office of directors, and the manner in which directors are elected. Members do not have any rights to receive distributions of income or assets from the organization.

Part VI, line 11b

MEIC's Form 990 is prepared by the business manager. It is submitted for review, before it is filed, to all Board and staff members.

Part VI, line 12c

MEIC's conflict of interest policy covers all officers, directors, and key employees. MEIC requires all those individuals to complete a conflict disclosure form annually, and uses the information on the form to monitor any potential conflicts. All employees are required to disclose potential conflicts. Conflicts involving employees other than the executive director (who is the organization's only key employee), are reviewed and resolved by the executive director. Conflicts involving officers, directors, or the executive director, are reviewed and resolved by the Board. No one with a conflict is allowed to participate in any affected decision.

Part VI, line 15

Each year the Board approves the salary of the executive director and the executive director approves the salaries of all other employees as part of the budget adoption process. The decisions are documented in writing. Part of the approval process includes a discussion, or review, of salaries for comparable positions in comparable organizations, but the review is informal since MEIC's salaries are known to be considerably below those of its peers. In 2013, no salary increases were given. In 2014 and 2015, salary increases, in general, were limited to 3% to approximate the long-term rate of inflation.

Part VI, line 19

MEIC makes its governing documents and conflict of interest policy available on request, and posts its financial statements (as part of Form 990) on its web site.

Part XI, line 9

Other changes in net assets consist of transfers to related tax-exempt organizations (see Schedule R), as follows – \$25 to Environmental Information Center Action Fund, and \$47,370 to Montana Environmental Information Center Permanent Fund – and a \$1 discrepancy due to rounding Form 990 amounts to the nearest dollar.