

5/24/2017

IPAW Meeting Minutes – by Anna Rzchowski, DNR summer intern

In attendance: Christa Schaefer, Diane Schauer, Mark Renz, Willis Brown, Kelly Kearns, Scott Huelsman (web designer) and Jerry Doll

Call In: Heidi Kennedy, Jeremy Chiamulera, Mark Feider, Angelique Dahlberg and Greg Bunker

Revisions to and Approval of Agenda

- Kelly: ISAM needs to be on the agenda
- Jerry moves to approve agenda with the addition of ISAM
- Willis seconded, motion passes unanimously

Approval of Minutes

- Jerry moves to approve minutes as written
- Willis seconds, motion passes unanimously

Treasurer's Report

- Christa: typo – 'SEWISC ' should be 'CISMA'
- IPAW contributed \$200 to NAIPC for national organizing and policy work
- Christa: IPAW is contributing \$400 to the Where Ecology Meets Economy conference; this was automatically approved because it is currently in the budget
- Diane: There has been discussion about whether or not IPAW should continue to fund the conference if they are not specifically addressing invasive species issues
- Mark Renz: IPAW could agree to get a draft of the conference agenda that shows that it will be addressing invasives before agreeing to fund the event in the future
- Board should discuss about possibly contributing every other year instead of every year
- **Potential retreat topic:** Discuss support and participation in stakeholder events (policy and outreach) - what is the process for approving this support? Need to talk about what types of programs that IPAW should be involved with.
- Mark Renz: Money should be spent on CISMAS that need the support; Kelly noted that there is currently money set aside for them to request funds, so they do have that option set up
- Diane motions to approve the treasurer's report with the change from SEWISC to CISMA
- Jerry seconds
- Motion passes unanimously

Scott: Website Migration

- The current website runs on DNN, but this is becoming obsolete and Scott suggests a move to WordPress

- Switching to WordPress can save time in the long run, and WordPress is much simpler and easier to use
- A theme/template needs to be selected for the site (themeforest.net has a wide variety of options available for a low cost)
  - o Michele and Diane could help to choose a theme for the website
- Also need to consider additional functions the IPAW website could have such as the list-serve, blog, tutorials
- Costs to IPAW for Scotts work will depend on how much of the web work Michele can do
- Diane moves to allow Scott to develop a WordPress test site mirroring the current site so the website committee can evaluate and decide if they would like to move forward with switching to WordPress (this process will take 1-2 months so there is time to discuss options with Michele, as well). Scott's test site will be IPAW.biz
- Jerry seconds
- Motion passes
- Side note from Christa: would like to remove email addresses from the website and maybe just leave the info@... Any information that is intended for a specific person can be forwarded to them. This is because there have been some issues with spamming so need to be careful about emails

#### CISMA Spring Meeting (Diane and Kelly)

- There was good attendance overall. Lots of interaction between groups.
- Mic is working on getting Monroe County set up as a CISMA but did not attend

#### Grant Committee

- The Volunteer Generation Fund grand opportunity is due July 6<sup>th</sup>
- Pulling Together Initiative (PTI)
  - o Diane: IPAW needs to decide if they want to participate in these, and needs assistance and input from the board
  - o Mark Renz: PTI doesn't necessarily want to fund groups that are supporting local organizations and instead wants to fund those local organizations directly
  - o Kelly: Perhaps IPAW needs to decide where it wants to put its energy, and then select grants that fit this
  - o Christa: Or, the reverse- look at the grant opportunities and then create priorities based on the available grants
- The grant subcommittee can look at grant opportunities to see what might be related to the current priorities (Willis, Diane, Angelique, Mark Renz, Kelly as needed)
  - o Can have a brief conference call before the retreat to streamline the process

#### Past and Upcoming Events

- Listed on the agenda
- If an upcoming event isn't listed, notify Christa

- Jerry on Wisconsin Farm Tech Days: they met the deadline and the volunteer passes are on their way. The booth is next to DCIST, so IPAW can coordinate with them. Kelly will contact
- Mark Renz will be up on Monday and can help set up the booth if needed
- Tuesday volunteers: Kelly, Anna, Diane, possibly Michele but not confirmed
- Mark Renz update: First Detectors Network field day is June 13 for Dane County volunteers; they have a grant for Citizen Science so can train volunteers; IPAW could be involved in these events
- Land Ethics Conference: Kelly has submitted a talk proposal but has yet to hear back
- August 2017: Mills Fleet Farm event (Diane): draws a lot of deer and duck hunters so IPAW could reach that group that tends to travel around and could be spreading things
  - o May need assistance with the event
  - o Unsure about the possibility of getting a booth because they tend to go for businesses first
- WAEE – Oct 19-21 in Mequon, WI: could be a good event for SEWISC; Mark Feider will take the suggestion to get a booth to SEWISC
- October 15-18, 2018: UMISC in Rochester, MN

#### Item 12 on Agenda

- John is meeting with SEWISC today, and IPAW is waiting on a response from SEWISC so will be discussed at the next meeting

#### Retreat

- The date is set as July 17<sup>th</sup>
- Location options were discussed. It was agreed to try to get the indoor shelter at Rib Mountain. Diane will check on it.
- Christa: as far as timing goes, she is trying to allow for commute so people can come for the day and not have to stay overnight
- Food can be catered. We are allowed to bring food to the location.
- Topics for retreat:
  - o Grant conversation
  - o Develop policy for sponsoring/supporting events
  - o Standard Operating Procedures (SOPs) and bylaws
  - o Revisiting strategic plan
- Christa will send out information to be reviewed prior to meeting so people are ready to discuss

#### Final Loose Ends

- Kelly:
  - o June is Invasive Species Awareness Month

- Invader Crusader Awards have been decided and announced in newsletter; Awards ceremony at MacKenzie Environmental Center in Poynette, WI on June 8<sup>th</sup> at 1 PM (RSVP or let Kelly know if you plan to attend)
  - Professional Individual (3)
    - **Christa Schaefer – Congratulations!**
    - **Jeff Epping**
    - **Jared Urban**
  - Volunteer Individual (4)
    - **Robert and Dorothy Moe**
    - **Pam Nelson**
    - **Daniel L. Pawlak**
    - **Mark Acherman**
  - Volunteer Group (1)
    - **Friends of the Eau Claire Lakes Area (FOTECLA)**
- IPAW has covered costs of awards in the past but DNR will cover costs
- Video competition: on ISAM website; can vote online until the end of the month
- **A huge THANK YOU to Jerry for all of his hard work over the past 10 years.**
- Willis moves to adjourn the meeting, Diane seconds, motion passes unanimously