

IPAW Board Meeting Minutes
1:30 pm – 3:30 pm Wednesday, June 1, 2016
Wisconsin DNR Office, 101 S Webster, GEF 2, Room 613, Madison, WI 53707

Board Members present: Willis Brown, Jerry Doll, Tony Summers and Christa Wollenzien

Board Members Present by Telephone: Mic Armstrong, Tom Boos, Greg Bunker, Jeremy Chiamulera, Mark Feider, John Lunz, Jamie Nuthals and Diane Schauer

Also present: Michele Jasik, Kelly Kearns and Mark Renz

Absent: Patricia Trochlell

Administration

1. **Roll call**
2. **Approval of Agenda** – Doll moved to approve the agenda and Summers seconded the motion. The motion passed.
3. **Approval of Minutes** – Boos moved to approve the Minutes with typo corrections of March 28, 2016 and Lunz seconded the motion. The motion passed.
4. **Treasurer's Report** – Due to Brown's absence of the meeting of March 28, 2016, we discussed both Treasurers' Reports – one from the March meeting and the other for today's meeting. From the March meeting, there was a balance of \$20,259.80 for the IPAW account and as of today's meeting; there is a balance of \$16,900.45 in the IPAW account. The conference account had a balance of \$29,466.82 in March and as of today's meeting the balance is \$33,714.71. The increase is due to the upcoming UMISC conference in October. Renz stated that each of the participating organizations received between \$5-15,000 from UMISC 2014. He stated that he expects the amount to be similar this year because registration is going as well as it did last year. Doll moved to approve the Treasurer's reports from March 2016 and June 2016. Brown seconded the motion. The motion passed.
5. **Executive Committee Elections** – Wollenzien stated that technically we are to vote on the Executive Committee each year. Since several board members were absent the last meeting and she wanted to contact each of the Executive Committee members to determine if they wish to continue with their roles, she postponed the election until this meeting. Wollenzien has agreed to continue as President, Feider has agreed to continue as Vice President and Brown has agreed to continue as Treasurer. Wollenzien also stated that Lunz volunteered to become Secretary at the meeting in March. Lunz moved to approve the renewal of the current Executive Committee members. Summers seconded the motion. The motion passed.
6. **IPAW Budget 2016 Approval** – Wollenzien stated that although the budget was approved at the last meeting, she has made the corrections that were brought up at that meeting, and has passed them on to the board.
7. **Board Approval of 2015 Annual Report** – Wollenzien stated that she has now gotten everyone's input on the annual report and would like to get the board's approval prior to putting it on the IPAW website, and possibly the Listserve. She would like to also send it to Belle for UMISC. Boos moved to approve the 2015 Annual Budget. Doll seconded the motion. The motion passed.

Committee Reports

8. **CISMA** – Kearns stated that she thought that the CISMA/AIS meetings went well and that there were more people that attended this meeting than had the prior year. She also added that although the room at the Mead Education Center was beautiful, it was overly crowded for the size of group we had. Kearns stated that she did hear some good feedback that people got great information from these meetings.
Brown added that IPAW purchased the lunches and paid for mileage for the CISMAs to attend the meeting for a total of \$1,178.16.
Wollenzien stated that she really enjoyed learning about AIS and that she especially found beneficial the part where all of the CISMAs in attendance were able to describe what they are

currently doing within their organization and that they gave us some good points as to what IPAW can do for them.

Schauer added that she had also gotten a lot of good feedback and possibly a person who is interested in creating a CISMA in her area.

Jasik stated that she found it very beneficial to be at the meeting to meet in person the people she communicates with on a regular basis. She thanked IPAW for paying her expenses and allowing her to attend the meetings.

Kearns stated that she ran into a situation that she is not quite clear how to handle and was hoping for some advise. One organization attends these meetings and states that they are a CISMA, however, they do not operate like a CISMA. They do not reach out to partners, as CISMAs are required to do. There are other people in the same area that would like to create a CISMA and she is not sure how to handle the situation. It was suggested that perhaps to keep reminding them of what the role of a CISMA is and how they need to create partnerships.

Kearns also stated that the number one thing that CISMAs are asking for is that IPAW write up a grant to cover all of the CISMAs. There was discussion as to how this would be handled – would IPAW be the administrator and the CISMAs the contractors? There was discussion as to if they should hire someone to write the grant or have Jasik or Belle Bergner write them. Kearns volunteered Mike Putnam from the WI DNR to help IPAW with grants. Volunteers to be on the grant seeking/writing committee are Jasik, Renz, Doll, and Brown.

- ❑ **Jasik** is to set up a meeting with Putnam, Renz, Doll, Brown and herself to discuss grant options.

9. **Membership** – The membership committee is to meet to determine how CISMAs can help IPAW out and whether or not we need to charge them a membership fee.

- ❑ **Jasik** will set up a Membership Committee meeting prior to the next IPAW Board meeting.

10. **Legislative/Government Relations** – Wollenzien stated that she had not set up another conference call with the Legislative Committee.

Schauer stated that she discussed this issue with the CISMAs at the meeting. She asked them to fill out surveys and has provided the board with their responses to these surveys.

There was discussion as to how IPAW wants to proceed from here.

- ❑ **Wollenzien** will set up a Legislative Committee meeting prior to the next IPAW Board meeting.

11. **Website** – Jasik stated that she added the information that Mike Putnam had provided from the last newsletter on the IPAW website in the “funding” section with a link to the Wisconsin Invasive Species Council’s funding.

Old Business

12. **Education/Conference Displays**

Wisconsin Public Television Garden Expo – February 10-12, 2017 – Jasik stated that we have booth space for the 2017 Garden Expo.

Wisconsin Farm Technology Days – July 19-21, 2016 – Doll stated that the next Farm Technology Days would be held in Walworth County south of Lake Geneva. Doll stated that we would be in the Education Station Tent at no cost to IPAW. Jasik added that names of volunteers have been requested by June 15, 2016. She stated that they are requesting the names of the volunteers for their insurance purposes.

- ❑ **Jasik** will send out an email to members and the Listserve asking for volunteers to help out at the IPAW booth at Farm Technology Days.

- ❑ **Lunz** will contact SEWISC to see if they are willing to help out with Farm Technology Days.

Wollenzien stated that we had also been invited to a couple of events that we could not make – The 27th Energy & Sustainable Living Fair and the Green Bay Garden Fair.

- ❑ **Jasik** will prepare a calendar for the IPAW Board members on future events so that we can plan for them.

IPAW Annual Meeting – Wollenzien stated that she presented basically what is in the Annual Report at the CISMA meeting.

13. **Board of Director Insurance Update** – Doll stated that as of February, the IPAW board has insurance of up to \$1,000,000 and general liability insurance of up to cover volunteers at events. Kearns asked if it would cover CISMA volunteers at IPAW sponsored events. Doll stated that we would have to ask the insurance company.
14. **IPAW Presentation Requests** – Renz and Summers stated that they have been in contact with both Carrie Covall for the Garlic Pull event and with the Kickapoo Woods Coop. Wollenzien asked Renz if we should pass these requests onto them in the future. Kearns asked that we also pass them on to her because sometimes these groups ask everyone they can think of and she would like to prevent overlapping.
15. **State of WI Annual Report Registration** – Brown stated that he did fill out the annual report and file it.

New Business

16. August Newsletter – Articles Due July 20, 2016

Jasik stated that she has received an article from Bonnie Harper-Lore regarding her experience with burning bush that was not put in the last newsletter that could be used for the next one.

- Armstrong** volunteered to write up a Plant-Me-Instead on shrubs that could be used in place of burning bush.
- Renz** stated that he could add a supplement with maps to the burning bush article.
- Wollenzien** will write the President's Notes describing Invader Crusader Awards Ceremony at Horicon Marsh on June 9, 2016.
- Jasik** will promote UMISC in the newsletter.
- Doll** will write up a summary on Farm Technology Days.
- Jasik** will look into what CISMAs have not had an article in the newsletter and ask them to write one.
- Feider/Renz** will write something up on Ozaukee Washington Land Trust field days.
- Renz** – will ask his student Nels to write up something on prioritization.
- Kearns** – will ask Jason Granburg to write up something on mapping.

17. **Board Member Changes** – Wollenzien stated that Summers will be moving to another state. Summers was given the opportunity to stay on the board if he would like to and if he has the time.

Wollenzien stated that Schauer received an email from Angelique Dahlberg, the Invasive Species Coordinator from St. Croix River Association, stating that she might be interested in becoming an IPAW board member. There was a discussion as to who other possible board members could be.

- Jasik** will create a list of potential board members and pass it on to the current IPAW board.

18. **Jasik's Contract** – Wollenzien stated that Jasik's contract ended as of June 1, 2016 and that Doll has kindly made corrections to the contract. Wollenzien stated that she did not believe the board needs to vote on the contract, she simply wanted them aware of it. The contract is for three years with a yearly review.

Announcements

Invader Crusader Awards – Wollenzien stated that the award ceremony will be taking place on June 9, 2016 from 1:00-3:00 p.m. at the Horicon Marsh Education Center.

Invasive Species Awareness Month – Jasik stated that June is Wisconsin's Invasive Species Awareness Month and that she is planning on putting a factoid on the Facebook page daily. She said that she will be repeating past factoids, but if anyone would like to submit one, please feel free to do so.

Meeting Adjournment – The meeting adjourned at 3:29 p.m.