

IPAW Board Meeting Minutes
1:00 to 3:00 pm Monday, April 6, 2015
DNR Headquarters, 101 S Webster Street, GEF II, Room 413
Madison, Wisconsin

Board Members present: Greg Bunker, Diane Schauer, Tony Summers, Pat Trochlell and Christa Wollenzien

Board Members present by telephone: Mic Armstrong, Tom Boos, Jerry Doll, Mark Feider, John Lunz, and Cody MacDonald

Also present: Michele Jasik and Kelly Kearns

Absent: Willis Brown and Jamie Nuthals

Administration

1. **Roll call**
2. **Approval of agenda** – Trochlell moved to approve the agenda of the Board of Directors Meeting for April 6, 2015. Schauer seconded the motion. The motion was approved.
3. **Approval of minutes** – Lunz moved to approve the Minutes of January 27, 2015 and Feider seconded the motion. Bunker abstained because he was not at the meeting. The motion passed.
4. **Treasurer's report** – Brown was unable to attend the meeting, however, he provided the board with a copy of the current balances in the IPAW accounts. The conference account has a balance of \$40,143.18 and the IPAW account has a balance of \$25,535.27. Boos moved to approve the Treasurer's report noting that Brown was unable to attend this meeting for any explanation on the report. He also wanted to express a thank you to Brown and Mark Renz for resolving the Minnesota money issue with regards to UMISC. Schauer seconded the motion. The motion passed.
5. **Board members Statement of Commitment** – Wollenzien stated that we still need a few board members to sign a copy of the Statement of Commitment. She had sent the board members a Statement of Commitment with the agenda for this meeting and asked them to sign it and get a copy back to Jasik.
 - Jasik** – is to send a reminder to those who have not sent in the commitment statement.
6. **Executive committee elections** – Wollenzien stated that she has not been able to reach Brown to see if he is still interested in being the Treasurer. This issue was tabled until the next board meeting.
 - Wollenzien** – will discuss the treasurer position with Brown prior to the next board meeting.

Committee Reports

7. **CISMA**

AIS/CISMA Meeting – Kearns stated that a joint meeting was held on March 25, 2015. She stated that 7 or 8 of the Wisconsin CISMAs attended this meeting. On the first day, a meeting was held for AIS coordinators and on the second day a meeting was held for CISMAs. She was glad to see that several CISMA representatives attended the AIS portion and several AIS coordinators attended the CISMA portion. Kearns stated that there is no CISMA in the middle of the state (Green Lake, Marquette, Portage, Waushara, Waupaca, Wood, Taylor or Marathon Counties) and she learned that Golden Sands RC&D would like to be the CISMA for that area, however, she is unclear as to whether or not they would like to deal with terrestrial invasive species. Additionally, though Golden Sands RD&D is showing interest, it was also noted that funding would be required in order for them to effectively take on the role; funding this mid-state region CISMA is a question that has yet to be answered.

Schauer stated that many of the CISMAs were happy about the mileage reimbursement, which was offered by IPAW. We would like to have these face-to-face meetings once per year with a quarterly conference call between the CISMAs. We need to clarify with the CISMAs that they need to find a way to fund their own mileage next year.

Wollenzien and MacDonald suggested that we add a question as to how did the IPAW mileage reimbursement effect the attendance at this meeting in the survey we create to find out the CISMAs needs.

Kearns stated that she has video and recordings of most of the presentations that were given at the meeting and asked if they could be put on the IPAW website.

- Jasik** with the help of **Summers** will put the presentations from the March 25, 2015 CISMA meeting on the IPAW website.

Jasik stated that four CISMAs turned in reimbursement requests, which she has forwarded on to Brown. The CISMAs have asked to reimbursed for a total of \$572.11 (or \$567.72 with the \$7 cap on lunch).

8. Membership – Recruitment & Retention Plan

Wollenzien stated that she, Nuthals and Jasik have met and created a draft Recruitment and Retention Plan in which all of the board members have received a copy of. She asked if the board had any questions about the plan and for their approval of the plan.

There was discussion as to when the last time a member survey was done and as to the low turnout of responses to surveys. It was suggested that a gift be given out to entice members to complete the survey.

There was also discussion as to whether or not an annual meeting is necessary and if so, when it could be held. The Invasive Species Council meeting on October 27, 2015 was suggested. The Urban Forestry Fall Workshop was also suggested. It was suggested that we look at the geographical makeup of our membership to determine where this should be held. Boos stated that it is difficult to facilitate these annual meetings and perhaps we could change our Bylaws to not make them a requirement. Lunz stated that he is on another non-profit board and they do not have annual meetings. Lunz stated he could look further into this regarding the actions that are required to be taken when adjusting Bylaws for this particular purpose.

- Wollenzien** stated that she will put this topic on our next board meeting's agenda.

Boos moved to approve the Recruitment and Retention Plan. Trochlell seconded the motion. The motion passed.

Wollenzien would also like a committee to be organized to work on the plan. Summers and Doll both are willing to help out. Kearns is interested in working on the membership survey.

9. Legislative/Government Relations –

Feider stated that there was nothing that the League of Conservation Voters could do unless we would like to write a new bill.

Kearns stated that there is no money in the budget for invasive species at this time. However, the League of Conservation Voters could possibly work on the budget for two years from now.

Schauer stated that April 14, 2015 is Conservation Lobby Day at the Monona Terrace. The top four issues that will be discussed are the stewardship programs, natural resource management, DNR science staff and county conservationists. This is our opportunity to discuss with legislators about our concerns. Issues have been overturned in past Lobby Days. Please join them, but you must register by April 10, 2015.

NR40 Update – Kearns stated that if there are no more hearings on this new rule, which it does not look like there will be, it should go into effect either June 1 or July 1, 2015.

10. Website Revision – Boos stated that he is working on the website revision items and asked that Jasik send out the list of what needs to be looked at again.

- Jasik** – will send out the list of what needs checking on the website.

Old Business

11. Education/Conference Displays –

2015 Garden Expo - Jasik stated that the total in attendance at the Garden Expo was 16,813, which was down 11% from last year. She stated that it has actually gone down every year since 2011. In 2011 the total attendance was 20,981. She stated that next year's Garden Expo will take place February 12-14. Jasik has filled out the booth registration form and sent it to Brown. The cost of next years Garden Expo will be \$120.00. Jasik also stated that Kearns suggested that IPAW may like to participate in a demonstration or a seminar next year. There is no cost to participate, however, we do have to get a registration form in by September 15, 2015.

- Kearns** and **Summers** will look into who can speak and what our topic will be.

The Prairie Enthusiasts – Kearns stated that the night before the conference she fell and broke her arm. She was unable to make it to the event. However, she did pass on the IPAW display to Brown and Amy Steffan (a prior IPAW board member) to bring to the event.

Wisconsin Farm Technology Days – August 25-27, 2015 in Sun Prairie, Wisconsin – Doll stated that IPAW will be having a display booth in the Conservation Tent at the Wisconsin Farm Technology Days. Being in the Conservation Tent, the booth space is free. Jasik asked that we have resources for non-invasives also at this event.

- All** – are to let Doll know if they are interested in working at the IPAW booth.
- Doll** – will create a schedule of who will be working at the IPAW booth.
- Jasik** – is to provide Doll with a list of past IPAW board members to see if they are interested in working at the IPAW booth.
- Kearns** – will get the display ready for the Farm Technology Days.

Greater Wisconsin Outdoor & Sportsman Festival – Schauer stated that the AIS partners will be having a booth at this event taking place June 12-15, 2015 in Oshkosh, Wisconsin.

- All** – are to let Schauer know if they are interested in working at the booth.

State Fair – Kearns asked if anyone would be interested in helping out at the State Fair August 6-16, 2015.

- 12. New Board Members** – Wollenzien stated that she has this on the agenda because Gary Birch had expressed an interest in being on the IPAW board. There was some discussion as to how many board members IPAW would like to have.

- Jasik** – will send IPAW's Standard Operating Procedures and Bylaws to Trochlell to pass on to Gary Birch.
- Trochlell** – will contact Gary Birch and ask him to attend the next meeting and supply IPAW with a copy of his bio so we could vote on adding him as a board member.

- 13. MISAC's/UMISC Funds** – Wollenzien stated that Renz and Brown have resolved the amount of money that Minnesota has put into the UMISC account. The Minnesota Invasive Species Advisory Council (MISAC) has a total of \$18,970.81 in IPAW's conference account.

- 14. IPAW Budget & Bookkeeping** – Wollenzien stated that she was not able to get in touch with Brown. Therefore, she would like to table this subject until the next board meeting.

- 15. PlayCleanGo** – Wollenzien stated that at the last meeting it was decided the board members look at the PlayCleanGo website to determine if IPAW would like to sponsor them. Schauer stated that the grant that Minnesota applied for to create more publications was not funded. Kearns stated that the event is still going to happen. There were questions as to what our support actually means and if we could get out of supporting them or not in the future. Boos asked if there was a financial commitment and if this would hurt IPAW from doing something we believe to be more beneficial.

A motion was made by Schauer and seconded by Summers to support the PlayCleanGo initiative if there is no financial commitment. The motion passed.

- Jasik** – will look into what IPAW's support actually means and if we can opt out if we would like to.

New Business

- 16. May Newsletter** – Several ideas for the May newsletter were suggested.

- Schauer** – is writing an article about the CISMA meeting that took place on March 25, 2015 – **Jasik** and **Kearns** will review it.
- MacDonald** – is writing an article on the lessons learned from coordinating a three-year GLRI grant for the Ozaukee Washington Land Trust.
- Paul Skawinski** – is writing an article on starry stonewort.

Kearns is possibly going to write an article on the new NR 40 Rule. Renz was going to do an article on the GLEDN app for reporting invasive species, Kearns suggested profiling a CISMA that has not been done, putting in a small clip about the Urban Forestry Workshops that are coming up in September, putting in a small clip about the video contest "Protect the Places You Play," phragmites control in the Green Bay area, DOT control of phragmites, announcing the Invader

Crusader Award winners, and Trochlell writing an article on what they have done on their property to control invasive plants from a homeowner's perspective.

April 20th was set as a deadline to get the articles for the May Newsletter in.

17. **Wisconsin Wildlife Action Plan** – The Wisconsin DNR is in the process of revising the Wisconsin Wildlife Action Plan. The plan covers all species of Greatest Conservation Need and habitat types. The plan will include threats and conservation actions. It is out for review and will be going to the Natural Resources board sometime late summer and in place this fall.
18. **UMISC 2016 MOU** – Wollenzien stated the Mark Renz drew up a Memorandum of Understanding in which all of the hosts (IPAW, MIPN and MISAC) will be signing. The memorandum simply states that IPAW is the fiscal agent for the conference and will use the \$12,000 in profit from the 2014 conference to be seed money for the 2016 conference. The \$12,000 is made up of \$4,000 from all three organizations and all profits will be divided equally among the three participants, unless they decide to keep a portion of their funds with IPAW for a 2018 conference.
19. **National Association of Invasive Plant Council (NAIPC)** – Wollenzien met with NAIPC. The week of February 22-28 was National Invasive Species Awareness Week. They had several events. One of which was they had a webinar every day of the week regarding an invasive species issue. Sometime in April they will be going to California to work on the ASTM and LEED Standards for Sustainability in Building.
Kearns added that they are trying to come up with a list of invasive plants in which one cannot plant on these properties. However, this is convoluted because it is a national standard and invasives are different for different locations. Kearns stated that they will come up with something for these standards and add them to these programs.
20. **Urban Forestry Workshops** – Wollenzien stated that she received an email from Mark Renz stating that sometime in September UW Extension, along with the WI DNR, will be having trainings called "Urban Forestry Fall Workshops" in Rock, Waukesha, Winnebago, Brown and St. Croix/Eau Claire. He is asking for IPAW's involvement either financially or having a board members participate in the trainings. Summers stated that they hope to be able to open these trainings up to some members of the public to get information to them and to allow them to ask questions. Summers did not know how this is being funded.
There were discussions as to who might be able to fill some of these trainings. Possibly some of the CISMAs in the general areas can help out.
 - Summers** will discuss the "Urban Forestry Fall Workshops" with Mark Renz to find out more specific details of what they would like from IPAW.

Announcements

21. **"Plant Me Instead"** – Jasik announced that her, along with Armstrong have been doing a "Plant Me Instead" wherein we feature a non-invasive plant blurb on Facebook once a week. It has been getting lots of feedback and she would like to continue doing this. Jasik asked if anyone had any thoughts on something else that can be put on the IPAW Facebook page weekly.
22. **ISAM Video Contest** – Wollenzien stated that there is a video contest taking place with the Invasive Species Awareness Month (ISAM) called "Protect the Places You Play." You can access the information for this contest on the DNR website. The deadline for this contest is May 30, 2015 at midnight and the video with the most likes will be the lucky winner.
Jasik stated that she had asked The Nature Conservancy to post the contest on their Facebook page and IPAW has and will be posting it also.
23. **Next board meeting** – Wollenzien stated that because we should have had a board meeting in March, the next IPAW Board meeting will be take place in May. If possible, she would like to have a face-to-face meeting and will doodle everyone for a meeting date and time.
 - Jasik** will send Wollenzien the central location of the board members.

Meeting adjourned at 3:00 p.m.