

**IPAW Board Meeting Minutes**  
**1:00 pm – 3:00 pm Wednesday, July 22, 2015**  
**Wisconsin DNR Office, 101 S Webster, GEF 2, Room 628, Madison, WI 53707**

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

**Board Members Present by Telephone:** Mic Armstrong, Jeremy Chiamulera, Mark Feider, John Lunz, and Cody MacDonald

**Also present:** Michele Jasik, Scott Huelsman, Kelly Kearns and Mark Renz

**Absent:** Thomas Boos, Greg Bunker, Jamie Nuthals and Patricia Trochlell

#### **Administration**

1. **Roll call** – Scott Huelsman was introduced as the person who trained Jasik on how to create the IPAW website.
2. **Approval of agenda** – Kearns asked to add a question about why some items that were on the old website are not on the new website to the agenda.
3. **Approval of minutes** – Schauer moved to approve the Minutes of May 19, 2015 and Summers seconded the motion. The motion passed.
4. **Treasurer's report** – Brown provided the Board with the treasurer's report since the last IPAW meeting. The conference account has a balance of \$34,394.44 after paying Bergner and Associates for UMISC. The IPAW account has a balance of \$24,728.23 after expenses and income. These expenses included administration fees and for supporting the "Where Ecology Meets Economy" meeting. The majority of the income is from memberships. Lunz moved to approve the Treasurer's report. Feider seconded the motion. The motion passed.

#### **Committee Reports**

5. **CISMA** – Kearns stated that she had sent out a Doodle request to find out the best date and times the CISMAs could meet via telephone. The day and time that worked for most is Monday, July 27 at 1 p.m.  
Jasik stated that she has posted the list of attendees from the March meeting and the presentations on the IPAW website.
6. **Membership – Recruitment & Retention Plan** – Summers stated that some of us (Doll, Jasik, Kearns, Nuthals, and himself) got together and created three different surveys – one for current members, one for past members, and one for those who are in touch either by the Listserve or Facebook but are not members. He believes that these surveys are ready to go out. There was discussion as to if we wanted to provide the survey participants with some type of incentive for answering the questionnaire. It was suggested that we have a drawing for a free year of membership to IPAW. There was discussion as to how long we give them to complete the survey. It was decided that we should give them 30 days with a reminder before the 30 days are up. There was also discussion as to whether or not to get one of these surveys out in the Master Gardener's newsletter. Schauer and MacDonald stated that they both saw strong interest in invasive species within the Master Gardener's group.
  - Jasik** is to get the surveys out via email, the Listserve and Facebook and follow up with a reminder before the 30 days are up. She is also to give the Board members copies of the email.
  - The Board** is to send out the surveys to those who may be interested in invasive plants and IPAW.

Wollenzien stated that she would like to hold IPAW's annual meeting at the Invasive Species Council's Education Summit. She stated that the annual meeting could just take place after the summit stating what IPAW has been up to, what our goals are, and promoting membership. Jasik stated that she thought this might be a good time to recognize IPAW's charter members. Kearns stated that there were a lot of charter members. Renz recommended that we thank the Charter members in a newsletter.

There was discussion as to having a second date for the annual meeting, just in case we were not able to do this at the education summit. Wollenzien suggested holding it in the spring with the CISMA meeting.

7. **Legislative/Government Relations** – Schauer stated that she would keep in touch with Al Ott, State Representative, and Dan Bahr of the Wisconsin Counties Association to keep invasive species issues on their minds. She stated that Feider needs to reach out to the League of Conservation Voters to make sure invasive species is one of their top five concerns. Schauer offered to help Feider with speaking to them.
  - ❑ **Feider** will get in touch with Dan Collins from the League of Conservation Voters to push the invasive species issues.

Renz stated that he would like to get local legislatures to attend the fall workshops. He added that there would potentially be press coverage at some of these workshops.

There was some discussion as to who to invite to these workshops.

- ❑ **Lunz** and **Schauer** will work on a list of legislatures to invite to the urban forestry workshops.
8. **Website Revision** – Jasik stated that Chiamulera sent her some revisions and she has yet to look at them. Chiamulera stated that he reworded some things that Summers had pointed out needed revising and had provided the new wording to Jasik.
    - ❑ **Chiamulera** will get with Boos and make sure they are looking at things that are not overlapping.

Chiamulera asked if IPAW had a bounty for people who discover new invasive species as the website indicates under early detection/rapid response. Renz stated that he thought the bounty was a good idea to encourage people to report invasive species. Kearns asked for clarification as to who gets the bounty (i.e. does one get it if they discover something but do not ask for it?, etc.).

- ❑ **Jasik** will reword the bounty, pass it on to **Kearns** to approve, and then put it in the newsletter and on the Listserve.

Armstrong stated that the mapping page was confusing.

- ❑ **Armstrong** will get his suggestions for correcting the mapping page to Jasik.

Kearns said she had received an email from Kurt Brownell asking where his poster and presentation are from 2012 UMISC. Jasik stated that she remembers them and they were not put back on the new website. Jasik said that she had copies of them. Kearns asked that these could be put on the MIPN website for the conference and that the IPAW website refer people to the MIPN website for conference materials.

- ❑ **Renz** will put Brownell's poster and presentation in the MIPN website.
- ❑ **Jasik** will make corrections to the website as they come in.

Renz asked if there was a way to give the Board an annual report on how the website is doing (i.e. what is being looked at, etc.). Huelsman stated that a monthly report is sent to Jasik, but not annually. However, a report can be created with any dates we would like.

- ❑ **Jasik** will meet with Huelsman to create a website report and email it to the IPAW Board.

## Old Business

### 9. Education/Conference Displays

**Wisconsin Farm Technology Days** – August 25-27, 2015 in Sun Prairie, Wisconsin – Doll stated that several people have signed up to volunteer at the IPAW booth at Farm Technology Days. He will be writing up a paragraph or two as to what is involved in manning the booth and sending this out to the volunteers. He will also be writing another email 12-14 days prior to Farm Technology Days.

**Great Wisconsin Outdoor and Sportsman's Festival** – Schauer stated she had attended the Great Wisconsin Outdoor and Sportsman's Festival on June 12-14 in Oshkosh, Wisconsin. She thought that the event was very successful.

**State Fair** – Kearns stated that Bernie Williams will be setting up the display at for the State Fair and she will probably also have something about IPAW and/or invasive plants.

**2016 Garden Expo** – Jasik reminded Kearns and Summers that applications for Expo demonstrations are Sept. 15, 2015.

Kearns added that the northern Wisconsin CISMAs recently held invasive species identification events that she believes went well.

10. **Changes in Board Members** – Wollenzien stated that Gary Birch has decided that he has taken on too many tasks and will not be able to participate as an IPAW board member. There was a discussion as to whether or not IPAW needs more board members. It was decided that if we could get someone on the board with a specialty (such as an attorney) that is needed, then we would pursue more board members. Schauer suggested that we bring this topic up at the annual meeting to see if there was anyone who might be interested in participating on the IPAW board.
11. **IPAW Budget & Bookkeeping** – Wollenzien stated that she had emailed a copy of the signed minutes to the bank asking them to remove Boos and add her to the signing of IPAW checks, however, she had not heard anything back from the bank.
  - ☐ **Brown** had offered to go to the bank and see if Wollenzien is now on the accounts.
12. **August Newsletter** – Jasik stated that she has received the “Board Member’s Notes” from both MacDonald and Brown. Since MacDonald’s article is complete and Brown would like to check on some of the information and because his article was not time critical, she would be using MacDonald’s write-up in August and Brown’s in November. Jasik also had received Renz’s article on the fall workshops. Jasik is writing something up on the Invader Crusader award ceremony and she spoke to Valerie Johnson who is writing something up on the St. Croix – Red Cedar CISMA that she should have by the end of the week. Jasik has put a “save the date” for Where Ecology Meets Economy and she could not find anything (except for the date) of the Invasive Species Council’s Education Summit in October. Jasik also put in a blurb about IPAW having a booth at Farm Technology Days.

Wollenzien stated that hopefully she would know more about the Education Summit after they meet tomorrow and she will pass it on. Schauer will send in a couple of small articles that we could use and she will forward to Jasik Jeni Powell’s article on barberry.
13. **Urban Forestry Fall Workshops** – Wollenzien stated that she put this item on the agenda because the board did not make an official vote on spending money for the field guides to be used at the workshops. Renz estimates that he will need 350 field guides at a cost of \$2.50 each for a total of \$875.00. Jasik will be putting an IPAW sticker on the guides. Schauer moved that IPAW spend up to \$1,000 for the Urban Forestry Workshops with an online vote if more money is needed. Brown seconded the motion. The motion passed. Schauer asked that if the attendees already have it that they not be given the field guide. Renz stated that he had sent out the flyer to the IPAW board and he was able to put IPAW’s logo on it.

#### **New Business**

14. **The Prairie Enthusiasts membership** – Wollenzien stated that The Prairie Enthusiasts sent us a membership renewal form. The question was brought up as to whether or not they are an IPAW member. Jasik stated that as far as she could tell, they are not, unless individuals are and not the organization. There was discussion about possibly creating some type of joint membership – if you are a member of The Prairie Enthusiasts, you could be an IPAW member at a discounted rate and possibly the other way around. Schauer moved that IPAW renew their membership with The Prairie Enthusiasts at the level in which it has in the past. Summers seconded the motion. The motion passed.
15. **Board of Director Insurance/Herbicide Email** – Lunz said that the topic of giving small amounts of herbicides to people who need it and if IPAW can be an umbrella for CISMAs for insurance purposes has been brought to his attention. He stated that there was an incident where one CISMA board member gave an herbicide to a “qualified” person, although not certified, to take care of some invasives. The herbicide caused some die off of oak trees and the homeowners are upset about it. In aquatic situations it has to be a certified applicator applied.

There was a discussion as to how IPAW could support CISMAs and the possible legal ramifications of doing so. Would board insurance cover this type of incident? It was thought that board insurance covered an organization if it held an event and someone got hurt at that event. It was suggested that IPAW provide the CISMAs with a grant so they can hire a certified applicator. If a CISMA had to hire a certified applicator all of the time, it might be too restrictive. For IPAW to get insurance for all of the CISMAs, they would probably have to be a chapter of IPAW. Does IPAW want the legal ramifications if they do not even know what the CISMAs are doing? It was thought that perhaps IPAW could find an insurance company who will provide the CISMAs a reasonable rate for insurance. Kearns suggested that we talk with The Prairie Enthusiasts to find out how other nonprofits handle insurance.

There was a discussion as to whether it is illegal or not to hand out herbicides in smaller amounts. Renz stated that he thought there were ways that this could be done and that he would be speaking to Mike Maddox about this. MacDonald said that he was going to make a call to DATCAP for further clarification also.

16. **Evaluation of Strategic Plan** – Wollenzien stated that she had thought a discussion was held at the last IPAW board meeting about surveying the board members as to their priorities on the strategic plan. She would like to have everyone's input to be able to set goals for the future of IPAW.

- Wollenzien** will send the strategic plan topics to Summers.
- Summers** will send out the survey to the IPAW board members.

#### **Announcements**

**Invasive Species Awareness Month Factoids** – Jasik thanked the IPAW Board for their input in Invasive Species Awareness Month by contributing their Factoids. She stated that the IPAW Facebook page received 42 new "Likes" in the month of June. We now have a total of 366 "Likes." Schauer stated that the Lakeshore Invasive Species Management Area used the Factoids that IPAW had created for 2014 on their Facebook page for the month of June.

**Next board meeting** – Schauer suggested that the IPAW Board meet sooner than later in the month of September to allow time to work on the annual meeting.

**Meeting adjourned at 3:07 p.m.**