

**IPAW Board Meeting Minutes**  
**1:00 pm – 3:00 pm Monday, March 12, 2018**  
**Wisconsin DOT Office, 4822 Madison Yards Way, Room S526, Madison, Wisconsin**

**Board members present:** Christa Schaefer, Anne Pearce, Mark Renz and Patricia Trochlell

**Board members present by telephone:** Mic Armstrong, Jeremy Chiamulera, Angelique Dahlberg, John Lunz, and Diane Schauer

**Also present:** Jerry Doll, Michele Jasik and Kelly Kearns

**Absent:** Greg Bunker and Heidi Kennedy

**Administration**

1. **Roll call**
2. **Approval of Agenda** – Trochlell moved to approve the agenda. Renz seconded the motion. The motion passed.
3. **Approval of Minutes** – Lunz moved to approve the minutes of January 8, 2018 and Trochlell seconded the motion. The motion passed.
4. **September Treasurer's Report** – A Treasurer's Report was sent to the board prior to the meeting. IPAW had an income of \$382.00 in January and \$362.00 in February. January's expenses were \$2,020.00 for website hosting, the Program Assistant's salary, and board insurance. February's expenses were for the Program Assistant's salary. UMISC is now receiving income from sponsors and exhibitors and we are keeping up with the bills. Lunz moved to approve the Treasurer's Report. Pearce seconded the motion. The motion passed.

**Old Business**

5. **2017 Annual Report** – Schaefer stated that she had emailed the 2017 Annual Report to all of the board members on 2/27/2018. She stated if all have looked it over and there were no comments, she would like a motion to approve it. Trochlell moved to approve the 2017 Annual Report. Renz seconded the motion. Schaefer stated that we will publish it on our website and send out an email to members.
6. **Annual Meeting Recap** – Several stated that they believed that the meeting went very well and that they were glad that IPAW gave Sharon Utegaard an award on behalf of her husband, Rolf. Schauer had a portion of the meeting where she asked what IPAW can do for the Cooperative Invasive Species Management Areas (CISMAs). She has collected those sheets and will consolidate them prior to the next IPAW board meeting. Kearns added that it was nice to have the Wisconsin Invasive Species Council in attendance and that Tom Buechel, Chair of the Council, wrote a letter thanking us for allowing them to join us. Kearns will pass this letter on to the CISMAs. Jasik stated that with the cost of the facility minus the money IPAW received for lodging and what we will be receiving from Tim Campbell, UW Extension, IPAW stayed well below their budgeted amount of \$1,000.00. All of the costs for the annual meeting were \$393.75. Jasik also stated that she has sent out mileage reimbursements to all of the CISMAs that turned one in and that came to \$553.30. The budgeted amount was \$800.00.
7. **Calendar for Planned Education/Conference Displays** – Schaefer stated that Jasik emailed an updated calendar of events for IPAW. Jasik stated that we had paid for Valarie Stabenow and her husband to attend the Wild Ones conference, which was held on 1/27/18 because we had asked her to work at the IPAW booth. Stabenow returned our check stating that she would like to use the money to support IPAW. Jasik also added that we have had five new memberships and one renewal from our participation in the conferences we have attended. Pearce will be taking the IPAW booth to the Wisconsin Summit for Natural Resources Volunteers in Eau Claire 3/22-3/24/18. Pearce stated that the Weed Workshop is not one of IPAW's workshops. However, they are giving IPAW space and time in exchange for advertising for this workshop. Schauer will be attending the Wisconsin Lakes conference in Stevens Point on 4/18-4/20, 2018. Kearns will make sure the display gets to the event. Kearns will also be at this event on 4/20/18. Armstrong will be at the Earth Fair in LaCrosse on 4/29/18 and will be bringing IPAW display items. Schauer will look into the Annual Garden Fair in Green Bay, Wisconsin. It was suggested that someone look

into what past IPAW board members have not been given an Invader Crusader Award and perhaps some of them should be nominated. Kearns, Doll and Schauer will look into this. Kearns stated that the Wisconsin Nursery & Landscape conference and Where Ecology Meets Economy have been canceled for 2018. Lunz added that Where Ecology Meets Economy is canceled this year due to a grant they are working on, but will take place in 2019. Jasik asked if the IPAW display can go to the field days. Pearce said that it depends on the facilities they have for each field day. Since they do have the space, it can go to the field day at the arboretum on 8/22/18. Jasik stated that the 2019 WPT Garden Expo exhibitor registration has come out. The event takes place 2/8-2/10/2019. The cost is \$120.00. Those who attended thought it was well worth doing again for 2019. Jasik will send out an updated calendar.

Jasik stated that she recently found out that we have a half of a box of IPAW brochures left. Since we have changed our mission statement and because of all of the events we are attending, we may wish to have more printed. The last time we purchased brochures was 1/16 and we purchased 2,000 for the price of \$515.19. It was suggested that we reduce our brochure down to one 8 1/2"x11" page as it may reduce the cost of printing. Lunz, Trochlell, Schauer, Chiamulera, Dahlberg and Jasik will work on the brochure.

8. **Newsletter** – Schaefer stated that the newsletter has been on hold because of all of the recent activities IPAW has been involved in. Jasik stated that she has bios on both Pearce and Renz. She has an article on Yellow iris, an article on Palmer amaranth an article from Neils Jorgenson on Survey for use of Invasive Plant Prioritization Tool for Monitoring, she was writing an article about Rolf Utegaard, and the President's Notes would have to be updated. Renz suggested that the article be given to Jorgenson to see if he would like to add any updates. Renz recommended that the Palmer amaranth article would be more appropriate in a fall newsletter. Kearns suggested that we hold off with the newsletter until we have all of the dates of the field days.
9. **WI Invasive Species Council (WISC) Tara Bergeson** – Schaefer stated that Bergeson was unable to make the meeting due to getting some last minute travel approved.
10. **Website** – Schaefer stated that due to all that IPAW has been involved with, this was on hold and we will pick up with this again.
11. **Field Days** – Pearce stated that because there is a lot of interest throughout the state for field days and because IPAW budgeted to do five field days this year, the field day committee has chosen five locations for 2018. The five locations were chosen because parts of the state have not had as many events as other areas of the state. The five locations will be:
  - Barren County in May – IPAW is working with St. Croix-Red Cedar CWMA, LCIP and Upper Chippewa CWMA
  - Rhinelander probably in June – IPAW is working with WHIP and they welcome WRISC and TIP to participate
  - Sheboygan – IPAW is working with SEWISC and they welcome LISMA and DCIST to participate
  - Central Sands – working with Central Sands Invasives Group
  - Madison – UW Arboretum on 8/22/18; Bayer is sponsoring lunch for this event

The topics that were requested from the survey were plant identification, herbicide control, monitoring/mapping, developing site-specific management plans, and integrating revegetation into management.

Pearce is currently working with the local CISMAs for dates and specific topics. Pearce stated that she is having a difficult time agreeing to dates with the folks at this time. It suggested that a deadline be given to the CISMAs to come up with dates and if they cannot agree to a date, perhaps we should skip them this year. Schauer asked that the board be notified of the dates as they are made.

There was a question as to how much of a role IPAW will need to take in these events. Pearce stated that IPAW folks might have to take more of a role in some areas than others depending on the topics of the events. Hopefully, the topics will be similar in all locations. Although the Madison one will have a talk on jumping worms which will probably not be at other events. It is thought that the field days would be anywhere from five to six hours long. Schaefer stated that she had created a PowerPoint presentation and asked others to give a small presentation, passed

it on to IPAW board members in the area and asked them to give the presentation. It was suggested that Schauer and/or Lunz attend the field day in Sheboygan, Dahlberg attend the field day in Barren County, Chiamulera attend the field day in Rhinelander, Armstrong attend the field day in Central Sands. There are several folks who could attend the one in Madison. Lunz stated that when a field day was held in Wakasha, he contacted the state representatives from the region and invited them to come. No one did come, but it might be a good idea to invite state and local representatives to these field days.

There was discussion clarifying what we are charging for these events. Bayer is covering the costs for lunch for the Madison area field day and local sponsors are invited to help out with all events. It was decided that the cost of each of the field days would be \$20.00 for non-IPAW members and free to IPAW members.

Jasik stated that IPAW did purchase 216 DNR Field Guides for the field days.

12. **Nominating** – Schaefer stated that although she would like to get the Standard Operating Procedures (SOPs) finished before we get new board members, she wanted to provide a list of nominees so we do not forget about them.
13. **Bylaws and Standard Operating Procedures (SOPs)** – Schaefer stated that she has given out the current draft of the SOPs to all of the board members. There was discussion as to how long the terms should be. Lunz stated that the SOPs should state what we do, not what we want to do. It was suggested that an executive committee meeting take place where they could come up with some options and get back to the board on this. Schaefer asked that each board member look the document over and get back to her with any corrections and/or questions.
14. **UMISC – NASIMA 2018** – Schaefer stated that in the past each member organization has paid for their booth that the Upper Midwest Invasive Species Conference (UMISC). Along with that booth fee, we get one free registration. Schaefer stated that because of travel restrictions, she cannot make the conference. IPAW is the fiscal agent and Jasik is doing more bookkeeping because of this, she would like to request that IPAW receive two free registrations for UMISC. Schaefer recommended that IPAW cover the cost of one of these registrations if we cannot get a second free registration. Renz will ask that we receive a second registration for free.
15. **Membership** – Nothing to report at this time.
16. **Grant** – Nothing to report at this time.
17. **Legislative/Government Relations** – Nothing to report at this time.
18. **Announcements** – Schaefer stated that the Invader Crusader Award Ceremony will be held on 6/6/2018 at Olbrich Gardens.  
Schauer stated that Amazon Smile is having a special through the end of March to triple the rate of how much your charity receives from purchases. She suggested the Jasik put something on the listserve about supporting IPAW during this special.

**Adjourn** – The meeting adjourned at 3:06 p.m.