

**IPAW Retreat & Board Meeting Minutes**  
**10:00 am – 4:00 pm Monday, July 17, 2017**

**Rib Mountain State Park, Friends Gathering Space, 4200 Park Road, Wausau, WI 54401**

**Board Members Present:** Greg Bunker, Jeremy Chiaulera, Angelique Dahlberg, Mark Feider, John Lunz, Christa Schaefer and Diane Schauer

**Also Present:** Michele Jasik, Kelly Kearns, Anne Pearce and Mark Renz

**Absent:** Mic Armstrong, Willis Brown, Heidi Kennedy, Jamie Nuthals and Pat Trochlell

**Administration**

1. **Roll call**
2. **Approval of Agenda** – Lunz moved to approve the agenda and Schauer seconded the motion. The motion passed.
3. **Approval of Minutes** – Schauer moved to approve the minutes of May 24, 2017 and Lunz seconded the motion. The motion passed.
4. **Treasurer's Report** – Brown emailed a reported report to the board members. There were several questions on the report. This item was tabled until the next board meeting.

**Board Structure and Logistics**

5. **IPAW Board Status** – Schaefer stated that because of the term limits of board members in our bylaws, she has asked both Brown and Feider to step down from the IPAW board for a year. They both have agreed to do so. It was suggested that a Director Emeritus status be created and that both Brown and Feider, along with Boos and Summers be put on this status. This opens up both the Vice President and the Treasurer positions to the IPAW board. Jasik currently keeps track all of the money that comes in, but she does not know what goes out. Therefore, Schaefer suggested that Jasik take care of the bookwork portion of the IPAW accounts to alleviate some work for the new Treasurer. There was discussion as to whether or not Jasik should have access to writing checks. Lunz stated that some organizations require two signatures to be on a check of a greater value. There was discussion as to whether or not IPAW really needs a Treasurer. It was decided that IPAW would like to keep a Treasurer on the executive committee and to also be the liason and contact for the Upper Midwest Invasive Species Conference (UMISC). Lunz moved to have Jasik do the bookkeeping, have the authority to sign checks, and have access to IPAW's bank accounts. Schauer seconded the motion. The motion passed.
6. **May Newsletter – Articles Due April 20, 2017** – The following ideas for the May newsletter were given:
  - Jasik** – will ask Timberland Invasives Partnership for a CISMA Spotlight article
  - Schaefer** – will write an article on a roadside inventory – what is found and what they are doing about it
  - Introducing our new board member – Heidi Kennedy
  - Announcing the WIFDN webinars
  - Annual report/meeting highlights

**Meeting Adjournment** – The next meeting will take place on May 8, 2017 at the Wisconsin DNR office, Room 408 unless otherwise told differently. Brown moved to adjourn and Trochlell seconded the motion. The meeting adjourned at 3:12 p.m.