

MINUTES
Invasive Plants Association of Wisconsin
Board of Directors Meeting
December 8, 2010
3:00-5:00
Wisconsin Department of Natural Resources - Central Office

Board Members present: Jerry Doll, Tom Boos, Amy Staffen, Rolf Utegaard, Mark Feider, Brian Pillsbury, Willis Brown, Jim Reinartz

Also present: Mark Renz, Betsy Popelka, Courtney LeClair, Mark Horn, Kelly Kearns

Administration

1. Introduction of New Program Assistant
Betsy Popelka has past experience working with other non-profits, and is currently working part-time as Membership Coordinator for Bicycle Federation of Wisconsin.
2. Approval of Minutes
Boos moves to approve minutes from September Board meeting, seconded by Pillsbury. Motion carries.
3. Treasurer's Report
The membership drive that Schwoegler conducted is paying off: We've received \$1,300 in membership dues, representing about 75-100 individuals. Gifts are up (\$320). Our current balance is \$20,352; this does not include any money from the MINWISC conference yet. Utegaard moves to approve Treasurer's Report, seconded by Pillsbury. Motion carries.

There have been no recent submissions to the IPAW bounty program:

- LeClair** will look into having an announcement on the WDNR website describing/linking to the IPAW bounty program.

Old business

4. Review of Action Items from August Board Meeting
 - ~~**Walker** requests that IPAW develop a standardized statement on reed canary grass, along with suggested alternatives; she will ask among her organic farmer colleagues if they know of alternatives. Action item retired.~~
 - ✓ **Boos** will look into bank charges and other administrative costs that might be associated with managing separate grant accounts, will communicate this information to Pandian. Done. No cost associated with separate bank accounts.
 - ~~**Feider** will set up test run for Skype with **Boos**, along with two remote participants on headsets (**Reinartz** and **Frank**). Action item retired.~~
 - ~~**Kearns** will make additions to invasive plants list before it is sent out. **Renz** will then distribute the updated list of invasive plants, with explanation to look for them this summer, and be prepared to fill out survey this fall. Action item retired.~~
 - ✓ **Doll** will amend grant policy statement to address lack of clarity regarding overhead when IPAW serves as fiscal agent. The decision was to review each situation on a case-by-case basis, and designate an appropriate overhead rate based on size of grant award, amount of allowable overhead, and amount of work required by IPAW to administer.
 - ✓ **Staffen** will compile past minutes regarding advertising on our website to facilitate discussion at next Board meeting.
 - ✓ **Vomastic** will set up a Flickr account designating the IPAW email account as administrator; **Schwoegler** will then receive and review submissions and, with assistance from others,

verify and approve or reject submissions (they don't go live on the website until the administrator approves them).

- ✓ **Doll** will renew this as agenda item for next Board meeting. We will still have to decide who to invite/allow to use the Flickr site – anyone? Listserv members? IPAW members?
- ✓ **LeClair** will send out reminder to listserv regarding Early Bird special. Staffen suggests advertising with other groups: TPE, WSN, WWA, River Alliance – Courtney will do so as she is able.
- ✓ **Renz** will contact other states to look for possible herbicide applicator certification models.
- ✓ **Boos** will do summary of bounty program for newsletter. Done, but needs to send to Reinartz.
- ❑ **Renz** will develop a proposal/outline describing a possible challenge grant program for IPAW. Renew as agenda item for next Board meeting. **Not done.**
- ❑ **IPAW** needs to put together a proposal for a possible invasive plant control certification pesticide category. Should include an outline of what the certification could entail; this can be taken to hearings. **Doll** needs to compose a letter in support of this, to be ready for the hearings. **Hearings will take place in April, we need more details from Jeff before we can compose a meaningful proposal.** Horn says he has impression that they are **NOT** going to create a new category, but instead plan to 'tweak' an existing category. Vascillating interest is partially reflective of recent changes in leadership; they seem to be hoping the issue will just 'go away.' Boos feels we should push them to consider this seriously by submitting a letter and proposal.
 - ❑ **Horn** and **Doll** will work together on drafting letter and proposal, will send out to IPAW Board, Mark Renz, Jesse Bennett, Lee Chambeau, for review, then to DATCP by January 3rd. The letter should explain how the process currently stands and why it's not logical. Renz recommends merging Right-of-Way category with newly conceived 'Natural Area' category.
 - ❑ **Boos** will form and convene a new Website Subcommittee this winter.
 - ❑ **Staffen** will send request out to listserv for book reviews. **Not done.** **Staffen and Kearns will also look into Iowa Native Plant Society reviews.**
 - ❑ **Staffen** will talk to Miles Falck, Gigi LaBudde and Laura Felda as well to see if they are interested in joining IPAW Board. **Note done.** Doll reports that Mindy Wilkinson is interested; he also talked to LaBudde, who wants more information. **Doll** will send Board Member description of duties to LaBudde and Wilkinson. **Staffen** will communicate with Felda, **Boos** will communicate with Falck. **Doll** will communicate with Clarissa Hammond, as Board feels it would be good to have a DATCP representative.
 - ❑ **Utegaard** will develop preamble to letter for DATCP EAB outreach, will present to IPAW Board at the meeting right before spring 2011.

5. Status of advertising on the web site.

We are ready to move forward with this. Do we risk exceeding the amount of revenue allowed for 501(c)3's once we begun selling advertising space? Not likely. The ad size will be that of a standard business card. Website Committee will decide details regarding web presence and configuration.

- ❑ **Popelka** will send letters to list of businesses developed previously.

6. IPAW Flickr account

Boos asked Vomastic if we could have a common account for all Board members to make it easy for the most frequent users; is waiting to hear back.

- ❑ **Vomastic** will create an announcement describing this new application, which will then be posted on the website, listserv and newsletter.

Updates

7. November Minnesota/Wisconsin invasive plant conference update.

The conference was a big success! Boos, LeClair and Kearns are gratefully acknowledged for all of their hard work on this. Participants included about 342 from Minnesota, 213 from Wisconsin, and 25 from other states. Total profits for each sponsoring organization is about \$3,000. A 13,000-dollar fund is in place from current profits to fund the next conference. Conference materials will be housed on the MIPN website.

LeClair conveys discussion regarding future shared event in two years: MIPN would not be interested in being cohost due to their commitment to the NCWSS conference in Milwaukee in December 2011. Could next conference be in conjunction with Natural Areas Conference? Would hopefully be in LaCrosse, or somewhere near the Minnesota-Wisconsin border. The Board unanimously agrees that our future participation in the next MINWISC conference is a high priority.

8. Southwestern Wisconsin Weed Management Association update.

Horn reports that NFWF will not be announcing PTI grant awards until January 28th. Brown and Boos opened up a sub-checking account for SWWMA. Their group will have a mailbox at the Environment Wisconsin office in Madison. At their recent meeting, Katie Abbott mentioned building some rapid response capability. Horn found a webhost that can house their website plus allow for email accounts. Horn attended a CWMA workshop in Cleveland this week, hosted by MIPN. He thinks it would be a good idea to hold a similar workshop for his stakeholders; Kearns says that she could easily be the lead trainer for such an event. Horn is still working on drafting a MOU for the group. Kearns warns that if federal groups are involved, the MOU may need special wording, recommends working with Feds in initial drafting stages (e.g., Mike Engel, USFWS; Kurt Brownell, US Army Corps of Engineers). Staffen also suggests reviewing MOU for Military Ridge Prairie Heritage Area Project; Abbott can provide. Horn will have a project plan for the Highway Weed Waters for the SWWMA board to review at their January meeting; he is still looking at June/July implementation.

- Renz is developing an NR-40 training for ROW managers in 2011 in Dodgeville area, is working with Peggy Compton. **Renz** will let Horn know details as they arise, may dovetail nicely with SWWMA initiatives.

New business

9. Committee reports.

- a. Plant Industry Relations committee -- Update on discussions regarding Pesticide Certification for those who deal with invasive species; see action item above.
 - b. Science Committee – Renz reports that Miles Falck has developed really good maps of EDRR species, Alicia Crall is consolidating these maps, will write IPAW newsletter article to announce their availability on the web.
 - c. Education committee – LeClair reports that she is updating the Power Point presentations by putting all photos into a master document, and adding photo credits. She has reviewed about 156 out of about 250 photos thus far.
- LeClair** will ask David Bayer about doing a presentation at UW-Fond du Lac's Prairie Fest on July 30, 2011.
- d. Newsletter committee – Reinartz reports that next issue will be mailed soon, will talk to Boos about shortening time between submitting PDF and printing. Brainstorming for next newsletter:
 - Vomastic's article promoting new Flickr account
 - LeClair will write summary of Bounty program

- LeClair will do article advertising new Power Point presentations
- Staffen will do summary of new AIS ID guide.
- Possible summary of research projects from conference; refer to online abstracts

Other newsletter-related action items:

- Kearns** will revise list of people from whom Reinartz solicits newsletter submissions.
- Reinartz** will send reminder to everyone with deadline for submissions during 2011.
- Utegaard** will mail CD with all past newsletters to Boos.

10. Suggested ideas of how our Program Assistant can help IPAW beyond the stated tasks
Board suggests that if Popelka finds that she is able to conduct required Program Assistant tasks under-budget (which has been the case in the past), she could take on new projects beyond the scope of her position description that are of interest her. Some suggestions: recruiting new members, motivating members to be active in committees, and project-based initiatives (e.g., field ID workshops). She may elect to conduct any work beyond her required tasks at her discretion, with Board consultation.
11. Future events and other announcements.
 - a. Joint conference with North Central Weed Science Society, Dec. 13-15, 2011, Milwaukee. We need volunteers to be on the planning committee. Doll drafted letter expressing IPAW's interest in participating. Renz indicated that we need to eventually address the issue of profitability for MIPN. Last time, they did most of the coordinating, paid all expenses; this time, they might like to have more of a financial commitment from IPAW. Kearns suggests that Doll make an immediate initial acknowledgment of this issue to MIPN Board members regarding this issue; detailed negotiations can occur in the future.
12. Set tentative time, date and place for next meeting.
 - Popelka** will poll Board members and affiliates for possible meeting in first two weeks of February.
13. Future agenda items
 - Field ID workshops, other specific projects.
 - IPAW 10-year celebration. Get DOW to sponsor? Tie to ISAM, Invader Crusader Awards and Annual Meeting? Picnic like TPE? T-shirts? Bags? Invite all the former Board members!
 - Legislative report for new governmental appointees?

Minutes submitted by Amy Staffen on December 19, 2010.