

MINUTES  
Invasive Plants Association of Wisconsin  
Board of Directors Meeting  
Wednesday, June 6, 2007  
3:00 – 5:00 p.m.  
The Nature Conservancy, Madison

Board members present: Jerry Doll, Tom Boos, Amy Staffen, Anne Walker, Tom Hunt  
Board members attending via phone: Rolf Utegaard, Bob Frank  
Others attending: Nancy Braker, Mark Renz, Kelly Kearns, Clarissa Hammond

I. Administration

1. Agenda approved, with minor modifications to order of discussion.
2. Minutes from May 2, 2007 meeting approved, with corrections
3. Action items from May minutes reviewed. Most were completed.
4. No Treasurer's Report this month Related comment:
  - Boos will retain the 100 extra Czarapata books sent by mistake with ISAM workshop order; this will enable IPAW to pay a flat fee without shipping charges.

II. Old Business

5. IPAW membership drive: Clarissa and Rolf recently did the large mailing to members whose memberships have expired as well as to December 2006 conference attendees. No responses so far, but it hasn't been very long since the mailing was done. An addressed reply envelope was enclosed. Also, Tom Boos developed and had printed new IPAW brochures with updated committee and fee information; let him know if you would like him to send you some.
6. ISAM 2007 update:
  - There are now 80 events on the ISAM website. This includes 2 local radio station interviews, a forest invasive art show, and three WPR appearances scheduled for Larry Meiller's "Wisconsin Ideas:" Tom Boos & Jerry Doll, Julia Solomon & Phil Moy.
  - Kelly or Rachel will send out emails to IPAW Listserv to announce when to listen.
  - There were 667 art contest entries representing 34 schools. A committee selected one first-place winner, two runners-up, and 13 honorable mentions. Winning artwork was incorporated into designs for t-shirts and posters. Student artwork is on display at the State Capitol on the second floor outside of the Governor's Conference Room through June 18<sup>th</sup>. Teachers have mentioned that they are excited to do again next year. Staffen wonders if we should poll teachers to find out what about this particular activity was so appealing: the excellent curriculum guide, the topic and interest of the activity, the timing near Earth Day???
  - Eight Invader Crusader Award winners were selected from 16 nominees. For the volunteer category: Baraboo Hills Stewardship Volunteers, Tom Boos, Tom & Kathie Brock, and Linda Spelshaus. For the professional category: Rick Schulte, Becky Sapper, Eunice Padley and Laura Felda-Marquardt.
  - A formal awards ceremony for the Invader Crusaders and art contest winners was held at the State Capitol on the morning of June 6<sup>th</sup>. All of the award recipients were there with their families and friends. Remarks and speeches were provided by Laurie Osterndort and Peter Murray.
  - The Wausau woodland invasive workshop was cancelled due to low registration. Registrants were given a copy of the Czarapata book. The Barneveld woodland invasive workshop was a success on June 2<sup>nd</sup>, with 70 participants and cooperative weather. The Mequon workshop is scheduled for June 9, and the Ashland workshop is planned for June 30<sup>th</sup>.
  - Publicity summary: cover and centerfold in WWOA magazine, insert in WI Natural Resources magazine (Kelly has many copies that she is happy to share with anyone who can use them), Grass Clippings newsletter, WI Assoc. of Lakes newsletter, WI

ATV Assoc. magazine, various newspaper stories (four that are known). Also, specific press releases on each Invader Crusader and poster contest winner will be distributed. Posters will be distributed throughout the state; let Amy Staffen know if you would like some. They are not dated, so can be used in future years as well.

- There will be some money left in WEEB grant account for ISAM. The IPAW Board needs to consider whether to transfer that money to extend Rachel's contract and enable her to apply for grants to fund ISAM 2008. Some ideas for funding sources:
  - BASF
  - Aquatic Invasives money (WDNR?)
  - Nursery Industry small grant
  - WI Council on Invasive Species (member agencies/organizations?)
- Amy will follow up on determining final budget balance, extending Rachel's contract, and asking Rachel about the possibility of continuing her employment as ISAM Coordinator now and into the future.
- 7. "Statement of Commitment of IPAW Board of Director Members:" It was clarified that the first check item in the list (Executive Committee) is automatic for officers, and that other check items are optional for all Board members. Jerry has gotten most of these turned in, and encourages others to get theirs to him ASAP.

### III. New Business

#### 8. SOP: Critique and comments:

- Doll captured comments generated during discussion of SOP. He will create a new working draft based on this discussion and send out to BOD for review at July meeting.

9. Committee structure: Staffen compared revised text of SOP with notes from March Strategic Planning Session, and found only one overlooked item: Shall IPAW pay for conference calls or eHuddle for all committees? The Board voted 'yes' unanimously. Jerry will let committee chairs know of this resource.

10. Remaining items to discuss from March Strategic Planning Session: Amy summarized notes from March meeting into two pages of discussion topics. These will be discussed at July meeting.

11. Committee Reports: Science Committee: Renz and Kearns have been communicating with Alisha Krawl (sp?) about her possible dual relationship with IPAW. She is basically seeking an official 'sanction' from IPAW to proceed with these projects:

- a) Develop her dissertation on citizen science with assistance from IPAW and MIPN;
- b) Apply for grants on behalf of IPAW to develop a invasives mapping database, using GLIFWC's existing database as a platform. She estimates that this could cost \$100,000 or more. She also wants to organize a mapping workshop, where professionals can share their expertise and critical input to her database products.

12. IPAW Chapters discussion: Braker informed us that in 2003, the Board decided to allow chapters; this was incorporated into the by-laws. After discussing with Gene Roark vis-a-vis his experience with WWOA chapters, she feels that they would create more of an organizational and administrative challenge than they're worth. She advocates the formation of informal regional groups. IPAW can still provide an organization platform and resources:

- IPAW will serve as an incubator of regional groups and CWMAs, offering the following perks to assist them in their establishment and initiation of activities:
  - Serve as applicant organization for grants. If funding is awarded, a legal contract will be drawn up and signed by IPAW and regional group/CWMA specifying obligations toward in-kind or financial match, financial tracking, report submission, etc.

- Provide website space, with a defined 'complementary starter package.' All expenses for web administration above designated amount will be paid by regional group/CWMA.
  - Offer organizational memberships
- ☐ Tom Hunt will scan past Board documents that Jerry found (sliding overhead-to-grant-request-amount and guidelines for grant applicants), convert them to Word documents, and integrate them with the information above generated during this meeting. This new document will be reviewed by Board at July meeting and eventually incorporated into SOP.
- Amy stated that TNC has developed many different liability waiver forms for work parties and field trips that IPAW could modify easily, if needed. Anne Walker stated that some individuals may still sue after an incident, despite liability waiver.
- A separate discussion on insurance for IPAW stemmed from above discussion due to the desire of some regional groups/CWMAs to secure insurance as chapters of IPAW. This option was not considered prudent. We do, however, need to consider insurance for IPAW as we continue to offer events and workshops in the future.
- ☐ Anne will investigate insurance options for IPAW that would cover errors and omissions, events, and standard indemnification, as well as the possibility of establishing riders on our policy for regional groups/CWMAs. This will be discussed at future meeting (September?).

13. Additional items: Tom Boos shared invitation from WDNR to participate in warden training workshop at Fort McCoy on July 31.
- ☐ Clarissa will notify Monroe County group of this and request their presence at event.

#### IV. Announcements

14. Next Board of Directors meeting: Primary date: July 11. Secondary date: July 25. Either one will be from 3:00 to 4:30 in Madison. We will primarily discuss the SOP, regional affiliations, and committee leadership at this meeting. The next face-to-face Board meeting will be in September in Platteville, where we will take up agenda items from this meeting not covered (discuss annual membership meeting and statewide conference) and, hopefully, finalization of the SOP!
- ☐ Clarissa/Amy/Jerry will communicate with Tom Boos and Board members absent from meeting to find best date.

#### VI. Adjourn

*Minutes composed by Amy Staffen, IPAW Secretary, June 6, 2007*