

MINUTES
Invasive Plants Association of Wisconsin
Board of Directors Meeting
Wednesday, May 2, 2007
2:30-4:30 p.m.
The Nature Conservancy, Madison

Board members present: Jerry Doll, Tom Boos, Amy Staffen, Matt Schmitz, Anne Walker, Gene Roark
Board members attending via phone: Tom Hunt, Rolf Utegaard, John Exo, Bob Frank, Jim Reinartz
Others attending: Mark Renz, Kelly Kearns, Clarissa Hammond (TNC); Rachel Orwan (phone)

I. Call to order. Introductions.

1. Welcome our new Board members: Matt Schmitz and Anne Walker. Matt works for the Bruce Company as their Golf Course manager, and will serve as a Green Industry representative. Although Matt has limited involvement with the nursery segment of the Bruce Company, he agrees to try to serve as a liaison to this industry, at least through his colleagues at the Bruce Co., with the understanding that this does not reflect his professional background or focus. Anne will also serve as a Green Industry representative as a professional organic landscape gardener with Home Land Garden, LLC.

II. Administration

2. Agenda approved, with modifications (Treasurer's Report added)
3. Minutes from April 11, 2007 meeting approved, with corrections.
4. Action items from April minutes reviewed. All were completed.
5. Treasurer's Report approved. It was noted that the report is not a comprehensive ledger, but merely a summary of the most significant income and expenditures.

III. Old Business

6. IPAW membership drive: Clarissa is going to do a large mailing to members whose memberships have expired as well as to December 2006 conference attendees. Regarding conference attendees, the Board recommends that Clarissa send solicitations only to those with addresses in Wisconsin and adjacent states. Rolf can assist with this, if Clarissa and Tom feel it is practical to do this as a bulk mailing.
7. ISAM 2007 update (Rachel Orwan): There are now 38 events on the ISAM website. Approximately 300 art contest posters have been submitted; the judging will take place in Madison on May 7. In mid-May, Invader Crusader Award winners will be selected from 16 nominees. The woodland invasive field days are in the final planning phases. There is still a need for a speaker for the June 2nd field day in Wausau.

- Bob Frank recommends that Rachel contact Tom Meyer, property manager at Mead Wildlife Management Area. Bob is willing to help, but can't know his schedule until the morning of the 2nd.

IV. New Business

8. "Statement of Commitment of IPAW Board of Director Members": Document developed by John Exo, approved by BOD, with modifications noted below.

- Exo will modify such that all clauses are parallel in construction, and reduce to a one-page format.
- Exo will change committees list based on results of discussion in item 9 below.
- Exo will send final version of document to Doll, who will forward to all Board members, and incorporate the document into the SOP.
- Each Board member will submit a signed copy to Doll for the file.

- Jerry will ensure that each committee has a Board liaison, wheedling and cajoling as necessary.

9. Committee structure: Staffen and Boos led this continuing discussion of committees as put forth in recent iteration of SOP.

- “Guidelines and Expectations, IPAW Committee Chairs” document developed by Staffen, approved by BOD, with modifications.
- Doll will incorporate this document into SOP.
- Doll captured comments generated during discussion of committee description in SOP. He will create a new working draft based on this discussion and send out to BOD for review at June meeting.
- Staffen will review ideas generated during March Strategic Planning Meeting relating to discussions on committee structure and functioning to ensure that they have been considered at regular Board meetings and reflected in SOP.

10. SOP: Critique and comments: Mostly limited to discussion on committees as stated in item 9 above.

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

11. Committee Reports

- Science Committee: Renz reports that the NIISS invasive species mapping database holds great potential for Wisconsin, and IPAW will definitely facilitate its consideration and development in Wisconsin.
- Fundraising: Boos reports that Nancy Braker would like to step down as Chair of this committee, though she is committed to remaining involved. Boos also announced that ATC gave IPAW \$1,000 for our website development and maintenance, with no prior solicitation!

12. Additional items from Board members

V. Announcements

13. Schedule next Board meeting and identify agenda items

- Next Board of Directors meeting is scheduled for **Wednesday, June 6**, to coincide with the ISAM event at the Capitol. Agenda items may include:
 - How can IPAW maximize the impact of its Committees? (continuing discussion)
 - How can IPAW maximize the impact of its Membership?
 - 2008 conference ideas
 - Green industry representation?
 - IPAW representation on BMP Advisory Committees
- Boos will investigate finding a room and teleconference options at the Capitol, and will inform BOD of time of day for meeting based on room availability and synchronization with ISAM event schedule.
- Staffen will review notes from March Strategic Planning Meeting relating to our discussion on effective engagement of members, and present discussion points to Board before June meeting.

14. Next face-to-face Board meeting: Will be in Platteville area in September, coordinated by Tom Hunt.

15. Next annual membership meeting: Should be in February or March, when people are most likely to be available, and to coincide with Board elections. Need to consider holding this in area of the state outside of southern Wisconsin, since last three meetings (at least) have been in Madison and Milwaukee. We should also consider awarding Honorary Memberships at the Annual Meeting and having a well-known speaker to draw attendance.

16. Any events coming up in 2008 we might partner with for a state-wide conference?

- Renz will investigate possibility of teaming up with the National Association of Natural Resource Extension Educators, who will hold their meeting on June 8, 2008 in Madison.

VI. Adjourn

Minutes composed by Amy Staffen, IPAW Secretary, May 3, 2007