

**IPAW Board Meeting Minutes**  
**3:00 to 5:00 pm**  
**Tuesday, October 16, 2012**  
**DNR Headquarters, Rm. 708 GEF II, Madison**

Board Members present: Tom Boos, Greg Bunker, Jerry Doll, Willis Brown, Gene Roark, Jamie Nuthals, Mindy Wilkinson, Brian Pillsbury

Also present: Kelly Kearns

**Administration**

1. **Roll call**
2. **Approval of agenda** - approved
3. **Approval of minutes** - approved
4. **Treasurer's report** - approved

**Old business**

5. **Review of Action Items from July Board meeting**
  - Renz** will develop a proposal/outline describing a possible challenge grant program for IPAW. (**Tom** will contact Mark about this)- not completed
  - Boos** will work on getting website committee back on track  
**Progress: Boos** sent out email to set up a meeting
  - Boos** will meet with nomination committee to discuss gaps to have better discussion at next meeting. BOD members will recruit at UMISC
  - Boos** will send \$50 for Grecian foxglove bounty NOT DONE – lost contact info, **Kelly** will locate for Tom
  - ALL board members** should take some time to look for grant sources to pay for an executive director. **Kearns will check with Jan Schultz of the USFS for GLRI funding.**
  - ✓ If there is no interest in the next week, **Boos** will post the position on the UW jobs board and send the announcement to the arboretum and the Leopold Nature Center.
  - ✓ **Boos** will look into a potential candidate at DNR.
  - Boos** will work with other board members to write a job description.
  - ✓ **Nuthals** will find out what kind of money WPS offers for funding executive director.(Pulling together grant)- **There is a funding opportunity, but projects are more favorable, but it is still an option. The limit would be ~ \$1000- 2000.**

**Delayed action items:**

- Brenner** needs list of committee chairs and members for the database. **Delay until new PA hired.**
  - Brenner** unsure about Mission Statement of IPAW Board – display board vs. website/newsletter differ. This needs to be clarified. **Delay until new PA hired.**
  - ✓ **Boos** will create a document with responses to why people should join IPAW. These will be forwarded to Board. Boos will create a document that highlights outreach, successes and features of IPAW and send it out to the board for review. This document should be ready for the October conference. **In progress in help from BOD**
  - Boos** will work on updating the document and post it on web. **To be completed when document is completed**
6. **New logo for IPAW-** The survey was successful with 34 respondents, 29 of them were or are members. The highest votes were for Logo #1 with 38% (13 votes). The BOD votes were in favor of this one as well. BOD votes and approves the selection of the new logo.



7. **Program Assistant recruiting** – We received 5 applications, all qualified people. Boos asked for help in reviewing the applications and interviewing. Wilkinson and Brown agreed to help. Interviews will be 15 minutes long or so. Kearns wants us to make sure we ask how long they will be available. Important to have a person with web experience as Vomastic resigned.
  - Boos** will send the applications to Wilkinson and Brown and then set up interview times.
8. **What does IPAW have to offer?** Boos sent out the draft talking points discussed at the last meeting. He asked for help from the board to edit it so we can have it ready for the Conference.
  - ALL- Provide edits to Boos by the deadline of October 26<sup>th</sup>.**

#### **New business**

9. **Board Member Vacancies and Recruitment-** Utegaard and Hammond have resigned from the board (Hammond moved back to Alaska). Walker has been inactive for many months. Doll will be leaving at the end of the year. Others (Reinartz, Roark) may also leave as their length of service is coming to an end. Thus, we need to recruit new board members. The timing is good with the upcoming conference.

Ideas of topic areas to recruit include: CWMA members, aquatic invasive plants, green industry, federal agencies, geographic range (southwest specifically), education specialist.

Ideas of individuals include: Chad Cook- UW Extension Basin Educator, Dara Olson/Miles Falck- GLIFWC, Art Kitchen, **Greg Clearman??**- AIS, outreach/education,

Also, Marsha Vomastic has resigned as our webmaster for personal reasons and the fact that she feels we don't really need a developer at this point. She can help someone else do posts and will help with transition.

Doll asked about filling the Secretary position. Boos asked if anyone present was interested, no interest shared. It makes sense to fill in the board and then have fill the position.

  - Boos/Doll** will draft and send a letter to Walker asking for her resignation due to inactivity. Doll will look into the SOPs for language about missing meetings and draft a letter for Tom.
  - Boos** will ask Brian Swingle if has any recommendations from the Green Industry.
  - Boos** will send out the Board member responsibilities to the BOD to assist in recruitment.
  - Boos** will ask Amy Staffen for gift ideas for Clarissa and Rolf and come up with some ideas himself. Others are encouraged to brainstorm. Ideas include buckthorn walking stick, books, state park sticker, NPS pass...
  - Boos** will send a thank you letter Marsha and come up with a gift idea.
10. **DNR Invasive Species Budget**

Budget information sent out by Wilkinson. It is broken out by division- \$4.8 M in 2008 → \$9.3 2012. AIS grants are largest part of this and GLRI funds. There are 3 placeholders 1 and 2 being Wilkinson and Schreck position, and 3 being the GR request for \$2 Mil for AIS grant.

Budget process includes the DNR pitching projects to the Governor for the next 2 weeks. The Gov. will submit his budget- telling DNR what to request. Legislature will work on budget in January 2013.

DNR pilot projects include: data collection, partnerships with CWMAs and stewardship on state lands.

**11. Executive Director Discussion-** Save for next agenda.

**12. Meet with Cathy Stepp-** Given the timing of the DNR budget request for more invasive plant funding, the board agreed and voted that IPAW should set up a meeting with WDNR Secretary Cathy Stepp. Motion: IPAW agrees to support the increase in the budget for invasive plants. Motion carries.

- Doll and Roark** agreed to meet with Stepp sometime in November.
- Boos and Wilkinson** will set up the meeting with Paul Heinen (WDNR).

**13. Committee reports-**

- a. **Science** Committee- no report
- b. **Education** committee- LeClair expressed that she is not interested in chairing the committee anymore. She had some suggestions. The BOD should recruit a board member with an education focus.
- c. **Newsletter** committee- Deadline for submissions is October 19<sup>th</sup>. With the upcoming conference, it makes sense to hold off on the newsletter until afterwards. Other article ideas include:
  - Status of NR40 revisions,
  - Information request for NR40 revisions,
  - Summary of conference,
  - Program assistant if applicable,
  - President notes,
  - New discoveries this growing season,
  - Kate Howe's write up for MIPN
  - Nuthals welcoming
  - Stilt grass nearby
- Boos** will start the conference summary article with input from others. It will include a couple bullets from **each board member** who attended the conference on their favorite talks and why.
- Boos** will send email to Jim requesting a delay in the newsletter submissions.
- d. **Nominating-** see above #9

**Future events and other announcements**

**14. Wis/Minn./Iowa Conf. Oct. 29-31, 2012** – Registration at 471 as of today, everything looks good financially. Board members that are attending include; Wilkinson, Doll, Brown and Boos. They will be recruiting heavily for members and board members.

- Boos** will send out an email to the BOD going to sign up for recruiting at the exhibit especially during breaks.
- Boos** will look into the free registrations IPAW has.

**Any other business:**

**15. Board member attendance at meetings-** There has been some recurring absentees from meetings.

- Doll suggests **Boos** sends them a friendly email asking why and remind them that each board member should sign the Board Statement of Commitment form at the end of the year. Doll will send a draft letter to Boos regarding Walker.

**Possible dates for next meeting- Board decided that January is the best time to have next meeting.**

- Boos** will send out doodle request.

**Meeting adjourned at 4:45**

*Minutes submitted by Thomas Boos on **October 7, 2012.***