

MINUTES
Invasive Plants Association of Wisconsin
Board of Directors Meeting
September 27, 2010
3:00-5:00
Wisconsin Department of Natural Resources - Central Office

Board Members present: Jerry Doll, Bob Frank, Tom Boos, Amy Staffen, Mark Feider, Willis Brown, Rolf Utegaard, Gene Roark, Jim Reinartz.

Also present: Kelly Kearns, Courtney LeClair, Mark Horn, Amanda Schwoegler, Jeff Saatkamp.

Administration

1. Approval of Minutes
Boos moves to approve minutes from August Board meeting, seconded by Brown. Motion carries.
2. Treasurer's Report
Schwoegler sent out membership renewal letters recently, resulting in \$310-worth of renewals, plus one new organizational membership (a foundation). Account balance is \$19,718.
Utegaard moves to approve September 27 Treasurer's Report, seconded by Frank. Motion carries.

Old business

3. Review of Action Items from August Board Meeting
 - ✓ **LeClair** will ask SEWISC to change the Czarapata book link on their website to IPAW. Done.
 - ❑ **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 continues to be carried until Walker becomes active with the Board again. See previous minutes for complete details.
 - ❑ **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. Not done.
 - ❑ **Feider** will set up test run for Skype with **Boos**, along with two remote participants on headsets (**Reinartz** and **Frank**). Couldn't schedule a common time. In the meantime, Feider has identified two other similar options, will write up a review of all options. Will schedule a morning trial run.
 - ❑ **Renz** will develop a proposal/outline describing a possible challenge grant program for IPAW. Renew as agenda item for next Board meeting. Not done.
 - ✓ **Kearns** will send recent version of the Information Needs Database to the folks who drafted it originally as well as to those who are listed on it. Done. Made some revisions too. Requested response by end of October.
 - ❑ **Renz** will distribute the updated list of invasive plants, with explanation to look for them this summer, and be prepared to fill out survey this fall. Not done. Go ahead and send out this fall, even though they will now just report on plants that they saw this past season.
 - ❑ **Kearns** will make additions to invasive plants list before it is sent out. Kelly thinks that she did this, will check with Renz.
 - ✓ **Schwoegler** will send draft letter to Brown, who will review and revise as necessary. Done.
- 3 A nominating committee comprised of **Brown**, **Doll** and **Staffen** will seek out nominees for Vice President in coming months. Done. See further discussion below, item 7.

- 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. [Not done.](#)
4. Status of advertising on the web site.
Brown produced a revision of the solicitation letter. Schwoegler sent letter to invite finalized list of businesses to advertise on the website. Brown wondered how many ads can we accommodate, and will they be single page or multiple? Horn mentions that there may be an ad limit for 501(c)3's. Ad contract will begin when payment is received. Amanda will send out letters!!
- Staffen** will compile past minutes on advertising topic regarding Brown's questions stated above.
5. Sept. 28 Dow/IPAW Field Day at Horicon Marsh.
Kearns reports that 61 people are registered. Some carpooling is available through Kearns. Kearns will bring display, fliers.
6. Flickr account
Vomastic did not take action based on her impression that the Board was not interested. This was inaccurate, and the Board wishes her to implement the following action items, as recycled from previous meeting minutes (Schwoegler assignments will need to be reassigned to someone else, due to her resignation).
- 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).
 - ~~**Schwoegler & Vomastic** will communicate with David Beckmann about allowing modification of listserv, allowing communication between listserv and Flickr sites. (No longer deemed necessary.)~~
 - Boos** and **Schwoegler** will communicate with Vomastic about any unresolved issues.
 - 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?

New Business

7. Election of New Vice President
The Nominating Committee of Doll, Brown and Staffen recruited Mark Feider as a nominee for Vice President. Roark moves to nominate Feider for Vice President of IPAW, Boos seconds. Motion carries.
8. Minnesota/Wisconsin Invasive Plant Conference Update
LeClair reports that they have met their goal of securing \$30,000 in sponsorship money. Registrations are coming in rather quickly. Discounted Early Bird registration fee ends October 6th. Talks have all been scheduled, and the conference program will be finalized soon. There will be 150 oral presentations, with 3-4 per concurrent session. They still need moderators for the aquatic sessions. Poster registration is closed, with about 30 exhibitors. IPAW needs to register for booth space; as a "host," we still need to pay the exhibitor fee.
- 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.
9. Southwestern Wisconsin Weed Management Association (SWWMA) Grant Application
Horn submitted full draft grant proposal and draft fiscal agent agreement to the Board

Reinartz asks about discrepancy regarding overhead (5% stated in Fiscal Agent Agreement, 10% in Grant Proposal). Horn responds that the other 5% will cover unanticipated expenses. Boos/Doll suggest stating overhead as a dollar figure rather than as a percentage. Board agrees to require changing overhead statement in Fiscal Agent Agreement: 5% of the amount awarded, or no less than \$1,000. Kearns states her concern that there is no description of line items, e.g., "donated" versus "paid," and a \$5,000 "sponsorship" – she suggests that clarifications be made. Roark moves to approve Fiscal Agent Agreement with SWWMA for their "Highway Weed Watchers" project (proposal to National Fish & Wildlife Foundation's Pulling Together Initiative) with changes regarding overhead stated above, Utegaard seconds. Motion carries.

10. Committee reports.

a. Plant Industry Relations committee

Regarding the Department of Agriculture, Trade & Consumer Protection (DATCP) "Natural Areas" Pesticide Certification: Saatkamp met with DATCP staff this month, talked about pro's and con's of new certification, what would be involved, referred to Florida's similar model (in place since 1999). Kearns' notion of reciprocity was shared. Wisconsin has a chance to be a leader in this type of certification. Even the most recalcitrant staff member was led to agree that this was the best way to go, and they have agreed to make this recommendation to their superiors. Next step: Review by Board of Agriculture. Will go to public hearing end of March, early April 2011. This will only happen if a proposal can be put together immediately. Mark Renz, Roger Flashinski, Kelly Kearns, Tom Boos and Jeff Saatkamp should meet. Jesse Bennett and Lee Chambeau could be recruited to form a subcommittee for drafting the proposal. IPAW can assist during public hearings (see below). The present scoping statement is being reviewed by an attorney.

- 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.
- Renz** will contact other states to look for possible certification models. **Not done, but Saatkamp has acquired the Florida manual for an equivalent certification in that state.**

b. Science Committee

c. Outreach committee

LeClair reported on activities of Education Subcommittee above (MINWISC conference).
 Boos will form and convene a new Website Subcommittee this winter.

d. Newsletter committee

The concept of having regular book reviews in the newsletter is discussed. Iowa native plant listserv often has these; maybe we could reprint their reviews with permission?

- Staffen** will send request out to listserv for book reviews.
- Boos** will do summary of bounty program for newsletter.

11. Quest for new Board members

Kearns says that we need someone who represents aquatic invasive species (AIS), suggests Mindy Wilkinson (new AIS Coordinator at WDNR). She used to run the state of Hawaii invasive species program.

- Staffen** will talk to Miles Falck, Gigi LaBudde and Laura Felda as well to see if they are interested in joining IPAW Board.

12. DATCP's request for EAB Detection Support
JoAnn Cruse (DATCP) requested IPAW's support of their EAB monitoring project by sending out an information letter to our membership. The Board agreed to put the letter in the IPAW newsletter, on our website, and send letter out to members.
 - **Utegaard** will develop preamble to letter first.
13. Bounty update
Boos reports that 5 or 6 have been submitted, and several have been sent to the Herbarium.
14. Amanda Schwoegler announces her resignation as Program Assistant given insufficient time to devote to IPAW work. She will try to continue assisting until the Board hires a replacement.
15. Future events and other announcements.
 - Doll is our liaison to NAEPPC (National Association of Exotic Pest Plant Councils). They got a grant to do advocacy at the federal level. They will be hiring Janet Clark to implement the grant, she put together the proposal.
 - Wild Ones conference is October 23 in Milwaukee, IPAW exhibit for \$30 is approved. Feider can put up display if someone can get it delivered to him, he will look into whether anyone from Madison will be going and can bring display.

Minutes submitted by Amy Staffen on October 19, 2010.