

IPAW Board Meeting Minutes
1:00 pm – 3:00 pm Monday, September 10, 2018
Wisconsin DNR Office, 101 S Webster, GEF 2, Room 628, Madison, WI 53707

Board members present: Anne Pearce, Mark Renz, Patricia Trochlell and Christa Schaefer

Board members present by telephone: Greg Bunker, Jeremy Chiamulera, Heidi Kennedy, John Lunz and Diane Schauer

Also present: Jason Granberg, Michele Jasik, Kelly Kearns and Jessica Roloff

Absent: Mic Armstrong

Administration

1. **Roll call**
2. **Approval of Agenda** – No additions or changes were made to the agenda. Trochlell moved to approve the agenda as amended. Lunz seconded the motion. The motion passed.
3. **Approval of Minutes** – Kennedy moved to approve the minutes of July 16, 2018 and Pearce seconded the motion. The motion passed.
4. **Treasurer's Report** – Renz sent out a treasurer's report to the board members. There have been deposits from memberships, monetary gifts, and the field days and withdrawals of Jasik's salary and miscellaneous costs that all have been budgeted for in the IPAW account. We are now not only receiving money from sponsors and exhibitors for UMISC, but we are also receiving registration money now. The only expense we have from this account is paying Bergner & Associates for their monthly invoices. Renz does expect several more expenses as the conference gets closer.
Renz stated that UMISC registration is going very well at this point. There are over 550 registrations. Schauer added that Belle Bergner said that in years past between 50 – 70 registered in the month of October and 50 – 70 at the door. Therefore, it is expected that there will be between 700 – 800 attendees at this year's conference.
Lunz moved to approve the treasurer's report and Trochlell seconded the motion. The motion passed unanimously.

Old Business

5. **Calendar Updates** – Schaefer stated that Jasik had sent out the current calendar of events to the board members and asked if there was anything anyone would like to add. Kearns gave several dates of several meetings taking place in 2019.
 - Jasik** will send out an updated version of the calendar of events.
6. **Newsletter** – Jasik stated that our quarterly newsletter normally went out in February, May, August and November. We have only done two this year, the most recent going out in August and she has only one potential article from Mic Armstrong about the creation of a CISMA in Monroe County.
 - Armstrong** write article on the creation of their CISMA in Monroe County.It was asked if there was any way we knew whether or not folks are reading our newsletter. It was suggested that as we convert over to our new website that perhaps we should use MailChimp or some other newsletter writing instrument because not only would it be easier than creating a pdf with Word, but it would also let us know if the newsletter is being looked at and what links folks are going to.
 - Jasik** will look into MailChimp or other newsletter writing programs that will be compatible with our new website.Schaefer suggested that we all think about newsletter articles for the next board meeting and send a newsletter out either the end of this year or early next year.

New Business

8. **Board Member Statement of Commitments** – Schaefer stated that it was brought to her attention that it was that time of year for the board to resign their Statement of Commitment. Jasik has received several of them back and will send out the form again to those who have not signed it as of yet.

Ecology. All of the people seemed to be interested in the topics and they really enjoyed the lunch that was sponsored by Bayer.

Pearce stated that there are approximately 20 folks signed up for the Cedar Grove field day, which will be held on September 19th. She is still hoping to find someone to speak at this event on management. Several folks were recommended from SEWISC.

- ❑ **Lunz** stated that if she was unable to come up with someone to help out, he would be happy to do something on management for the Cedar Grove field day.
- ❑ **Kearns** will send slides to Lunz for a presentation.

14. **Nominating** – Schaefer stated that she would have liked to have the Standard Operating Procedures (SOPs) finished prior to recruiting new board members because the SOPs described how the Nominating Committee recruits new board members. However, she feels these folks have been hanging on too long and would like to let them know either way. She added that we currently have ten board members on the IPAW board and we can have up to nineteen. Jessica Roloff had been on the board meeting phone call and she provided an introduction of herself to the IPAW board and then left the meeting.

Schaefer stated that we currently have ten IPAW board members and there are four potential candidates out there who all came to us asking to be in the board. Jessica Roloff is from the Green Bay area and she represents industry working at WEC Energy Group. Kathy Stahl is from Dunn County, is a landowner and co-chair of a CISMA. Kari Hagenow is from Door County, represents a CISMA and works for The Nature Conservancy. Nisa Karimi if from Madison and has an interest in and a lot of knowledge with regards to invasive species along with outreach and education. Kearns stated that the Nominating Committee feels that all of these folks would be great board members.

Renz moved to approve Jessica Roloff, Kathy Stahl, Kari Hagenow and Nisa Karimi to the IPAW Board of Directors. Trochlell seconded the motion. The motion passed unanimously.

- ❑ **Schaefer** will confirm the nominations with these individuals.
- ❑ **Jasik** will send supporting documents to these individuals.

15. **Bylaws and Standard Operating Procedures (SOPs)** – Schaefer stated that the draft SOPs have been approved as written by the IPAW Executive Committee. However, we need help from the board on a few matters. One being which wording does the board like - should the Board of Directors be expected to attend “a majority of board meetings” or “50% of the board meetings”. It was thought that a majority of the board meetings (meaning 4 out of the 7 we have). The second being the board of directors shall serve no more than three successive terms (which would mean a maximum of 9 years). This was approved. The third being the terms of the Executive Committee. How the new SOPs are written would have the vice president become the president with two-year terms. Meaning the vice president would have a 4-year commitment. There was a lot of discussion as to whether this would be too long for one person to commit and if the organization has enough board members to make this work. After this discussion, it was decided to have each term for each of the executive committee positions (President, Vice President, Secretary, Treasurer) being two years each.

Renz moved to accept the SOPs based on the changes discussed at this meeting. Lunz seconded the motion. The motion passed unanimously.

Kearns asked each of the executive committee members if any of them will be stepping down after this calendar year. Schaefer stated that she would like to step down as President.

- ❑ **Jasik** will look at the current terms of the board members and pass them on to the Nominating Committee.

16. **UMISC – NAISMA 2018 – Booth Content**

- ❑ Kearns, Schauer and Jasik will work out the details of the IPAW booth at UMISC 2018.

UMISC 2020 and Beyond – Renz stated that there currently are two bids for 2020 – one in Duluth, MN and the other in LaCrosse, WI. He added that the Natural Areas is considering having a conference in Duluth around the same time as our UMISC would take place and they are interested in partnering with it. Renz would like to know how much IPAW would like to push to have the conference in Wisconsin in 2020. There was discussion that it would be nice to partner with the Natural Areas for the conference. There was also discussion that it would be nice to hold

the conference in other states such as Dubuque, IA or in the state of Michigan. Renz also suggested that perhaps MIPN and IPAW go on their own with a conference elsewhere.

Announcements

17. **WI Invasive Species Council (WISC) – Next meeting, October 10, 2018** – Schaefer stated that the Wisconsin Invasive Species Council meeting is on October 10, 2018 if anyone would like to attend on behalf of IPAW.

Adjourn – Lunz moved to adjourn. Trochlell seconded the motion. The meeting adjourned at 3:03 p.m.