

**Minutes**  
Invasive Plants Association of Wisconsin  
Board of Directors Meeting  
Tuesday, March 06, 2006  
2:00 – 4:00 p.m.  
The Nature Conservancy, Madison

Board Members present: Kelly Kearns, Amy Staffen, Tom Boos, Gene Roark

Board members joining via conference call: Mark Feider, Pat Goggin, Rolf Utegaard, John Exo, Jim Reinartz

Also Present: Katie Simonsen, Lori Artimow

I. Administrative

- **Approve minutes of last regular meeting from January 10<sup>th</sup>, 2006**
- **ACTION ITEMS CARRIED OVER**
  - Roark will check with WWOA BOD to see if they would be willing to administer 2007 ISAM Coordinator position. If so, IPAW will gladly step aside, but in the meantime offer their support.
  - Staffen send notice to members of Speakers Bureau that these are available; encourage them to take them to presentations, along with newsletters.
  - Need to create 2-3 copies of display that can be broken down into small units and mailed around the state with relative ease. (WHO?)
  - Kearns will notify members of Speakers Bureau of this resource.
  - Roark will draft letter from IPAW to Wisconsin's representatives to stress importance of funding in this part of the country.
  - Kearns will talk to Laura Felda-Marquardt about AIS model for submitting specimens, seek local representatives around state to collect locally submitted data/specimens. Trying to model to terrestrial specimens
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- **Treasurer's report**
  - Annual report – tabled for next month's agenda
  - Staffen will look into whether an independent auditor required for nonprofits
  - Boos will start to add previous reports totals as a reference.
  - Motion to approve this meeting treasurer's report (Hunt/ Roark)

II. Old Business

- **Economic impact statements**
  - Boos or Mike Healy will send out simplified instructions for PBWIKI on how to modify and save drafts of each statement so that the most recent draft is easily identifiable.

- **Long-term planning for IPAW: strategic planning form available**
  - The survey for strategic planning is available on the website and all board members, IPAW members, and nonmembers with input on how the organization is running are encouraged to fill it out.
  - Goggin will send out an email to the listserv to let members know it is available and the board is still seeking their input.

### III. New Business

- **Conference / annual meeting follow up and thank you<sup>s</sup>**
  - Staffen acknowledged that the WWA was a great partner for the conference and proposed to return the favor. Staffen will email her contact with the WWA to encourage them to submit ideas for IPAW support such as printing brochures. WWA ideas will be reviewed by board on a case by case basis.
  
- **Welcome the ISAM 2006 coordinator / ISAM planning**
  - Lori - officially welcomed. ISAM planning will focus on legislators especially this year. First ISAM committee meeting will be March 15 from 1 – 3pm; if interested but cannot attend meeting, contact Lori to be put on the mailing list. Lori is encouraged to submit project ideas that need funding to the IPAW board for approval.
  - Because of this year's emphasis, Goggin reflected why legislators did not come to Vilas meeting. He suggested to make it state wide and applicable so that all policy makers are part of solution
  - Board members were reminded to try to schedule events in their areas during June for ISAM.
  
- **Coalition for eastern invasives: white paper edits; IPAW view; reaching out to the WI delegation; etc.**
  - A motion was made by Roark/Goggin and approved by the board to support the coalition in general terms, but because of some incorrect information that had been distributed by the coalition to continue to track the movement as a board and critique along the way.
  - Board members should submit critiques by March 13<sup>th</sup> of the white paper to Goggin.
  - Goggin will combine the comments and send to Jim Bean and Roark.
  - Roark will draft a letter to correct technical points to make recommendations, and will send to (WHO?)
  
- **Military Ridge Prairie Heritage Area CWMA announcement**
  - Staffen reported that this is starting to move along and that IPAW might consider an ISAM event with MRPHA in June.
  
- **Forestry best management practices (BMP's) for invasives update**
  - Brief update by Roark; everything proceeding at pace.
  - Goggin will put on agenda again next meeting in case of future updates.

- **Establishing a protocol for bringing work items to the IPAW program assistant**
  - Anything beyond job duties should go through the supervisors (currently Goggin and Boos)
  
- **Bootbrush orders**
  - IPAW will need to charge on a “per order” basis to recoup charges.
  - Kearns will discuss with Lori potential costs to charge per order.
  - Simonsen will continue to monitor the IPAW email and forward any more orders to Lori.
  
- **Committees updates: Education; Communications; Conference Planning; Science; Legislative; Green Industry; etc.**
  - Tabled until next meeting
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- **Next newsletter - (Reinartz)**
  - Members are encouraged to send pictures or graphics to go with specific articles to Reinartz.
  - Reinartz will send a bulleted list of current newsletter items to the board. Send confirmations and/or other ideas to Reinartz by the end of the week.
  - Members need to submit articles to Reinartz by March 15<sup>th</sup>.
  
- **Nominations for new board members:** BOD contacting potential nominees; providing nominations and biographies of candidates; identify gaps in current board makeup needed to cover the diversity of IPAW membership; establishing a timeline to meet late April/May voting and BOD turnover; etc. (Goggin/Board)
  - Need to think about BOD turnover: 2 resignations (Baker, Van Beukken), 3 term ending (Strachiot, Goggin and Hamel); as well as IPAW make-up. Nominees should reflect IPAW make-up as well as identified gaps in representation. It was strongly recommend to nominated those from traditional nurseries and tribal members.
  - Members should send nominations to the new Nomination committee; Staffen and Boos, and Hunt.
  
- **Additional matters from members**
  - Doll, may give discount to IPAW members for the conference.
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#### IV. Next meeting/adjourn

- Next meeting scheduled
  - 2<sup>nd</sup> Tuesday of May - May 9<sup>th</sup>; 2-4
  - Staffen to reserve room.
- Adjourn 4:00pm