

**Wild Rivers Invasive Species Coalition (WRISC)
Organizational Development Action Team**

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May 12, 2016 Meeting Minutes 9:00-9:30am

In attendance: Emily Anderson, Bill Rice, Tracy Beckman

- 1. Choose member to record minutes:** *Emily*
- 2. Board June election – review proposed agenda:** *Team members liked the proposed agenda. Emily will adjust the final document to mark the Pre-Meeting election at 12:45 and the Board meeting at 1:00pm. She will also lead the elections until the new Officers are selected.*
- 3. By-laws – discuss process to change adjust term lengths after election:** *Team members agreed with the placement of the By-Laws amendment under Old Business. Should the board adopt the new by-laws, the suggestion to implement new board terms is to vote on keeping half of the board seats at 1 year and changing half of them to 2 years. Individual board members may request a 1 or 2 year term, those without a preference will have their names drawn to select a 1 or 2 year term. Emily will also request that Board members submit any designated alternates in writing for the August board meeting.*
- 4. Board Member Roles & Responsibilities:** *One change suggested to the BOD meeting bullet point, it will be changed to “Attend bimonthly BOD meeting (6 annually) in person or by conference call.”*
- 5. Conflict of Interest Policy – Charlene/Bill:** *Bill reported on last known progress of conflict policy. Team requested that the policy/document(s) be emailed to the entire action team by the end of June for review/revision. Tracy offered her assistance in drafting the policy as well.*
- 6. Other:** *Team members agreed that work on the conflict of interest policy can take place via email and there is no need for a formal July action team meeting.*
- 7. BOD agenda item(s)**
 - Elections*
 - By-laws*
 - Board Roles & Responsibilities*