

Board of Directors Annual Meeting Minutes



June 1, 2016 12:45pm Florence Natural Resource Center
5628 Forestry Drive – Florence, WI

Partners Present: Steve Janke (USFS), Justin Bournoville (USFS), Angie Stine (Whitewater Associates), Darcy Rutkowski (UP RC&D), Ron Yadro (Florence Co. Schools), Greg Cleereman (Marinette Co), Ann Hruska (Dickinson CD), Bill Rice (Dickinson CD), Aaron McCullough (WI DNR), Dick Peterson (Lake Twp), Pam Schroeder (FCAL), Ben Determan (Dickinson CD)

Partners Present via Teleconference: Jen Johnson (MI DNR), Tracy Beckman (Lumberjack RC&D)

Staff Present: Emily Anderson (WRISC Coordinator)

Call to order at 12:46pm for the New Board Election

1. Introductions
2. Nominations and elections were run by WRISC Coordinator Emily Anderson.
3. Board Members Nominated and approved: Bill Rice, Dickinson Conservation District; Tracy Beckman, Lumberjack RC&D; Jen Johnson, MI DNR; Dick Peterson, Lake Township; Greg Cleereman, Marinette County; Scott Goodwin, Florence County; Justin Bournoville, USFS; Aaron McCullough, WI DNR. Both Justin Bournoville and Scott Goodwin are new members to the Board.

Called to order at 1:00pm Board of Directors Meeting

1. The following Slate of Officers was elected: Chair – Bill Rice, Vice Chair – Aaron McCullough, Secretary – Tracy Beckman. The newly elected officers assumed duties and Bill took over the meeting.
2. Approval of the Agenda – Dick Peterson/Aaron McCullough moved to accept. Motion Carried.
3. Approval of the 4/6/16 Meeting Minutes – Greg/Dick moved to accept. Motion Carried.
4. Presentation of Signatory Pages and Signing of New Partners: Emily Anderson presented new signatory pages for the following: Dickinson County, Felch Township Parks and Recreation Committee, Fumee Lake Commission, and MSU Extension of Dickinson County. Signatory pages will be mailed to new Partners as no representatives were present to accept them.
5. Grants/Treasurer's Report was given by Ann Hruska of Dickinson Conservation District (DCD) – It was noted that as the fiscal agent, the DCD provides someone to act as the WRISC Treasurer as a non-elected, non-board position. Hruska presented an updated financial spreadsheet dated 5/31/2016. Grants are being monitored and reporting times are being watched closely. Discretionary fund balance as of 5/31/2016 is \$286.47. Tracy Beckman/Justin Bournoville moved to approve. Motion Carried. Hruska also notified the WRISC Board that she has resigned her Manager position at the DCD. She expects there to be a year of transition, but the DCD Board is currently seeking to fill her position, which includes a large amount of grant administration for both WRISC and the DCD. The DCD Board has committed to remain as the WRISC fiscal agent.
6. Action Teams – Emily Anderson noted that most action teams have ceased formal meetings for

the field season. She submitted minutes from the Organizational Development action team, the only one to meet during May, and updates from the AIS and Education action teams which conducted work via email.

7. Coordinator Update – Emily Anderson presented the coordinator’s report which included past and upcoming events, grant progress updates, and reports on website/social media reach. Recent correspondence included thank you letters from recent events and several inquiries about the WRISC boat wash program. Her report is available online. Emily then announced she will be moving to Southern Indiana at the end of the summer and offered to continue working for WRISC remotely in fall/winter to finish up reporting for many of the 2-year grants with upcoming deadlines. Emily explained she and Lindsay have already been doing a lot of online document sharing and are confident they’ll be able to handle the reporting remotely. Tracy Beckman/Aaron McCullough move to allow the transfer of WRISC files to Emily’s personal computer and to allow her to work remotely to see through to the end of the grant cycles. Motion Carried. For the record, Emily’s hard work and efforts are recognized and the board is grateful for all of her hard work and her offer to follow-through with the grants.

8. OLD BUSINESS –

- a. By-laws Amendment – The proposed bylaws changes were sent ahead of time and were then reviewed by the members at the meeting. Amendment changes include allowance of Board Member alternates, increased and staggered Board term lengths, and allowance of meeting attendance via conference calls. Motion by Greg Cleeremen/Scott Goodwin to approve the bylaws amendments as presented. Motion Carried.
 - i. Regarding the enacting of the staggered term length amendment, Greg Cleereman, Bill Rice, Tracy Beckman & Justin Bourneville agreed to take the two year term and Dick Peterson, Jen Johnson, Scott Goodwin & Aaron McCullough agreed to take the one year term. Emily will contact Board members via email regarding alternates.
- b. The Partner Roles & Responsibilities Sheet was passed out ahead of time and is available online. Tracy Beckman/Dick Peterson moved to approve. Motion Carried.
- c. The Board Roles & Responsibilities sheet was passed out ahead of time and is available online. Aaron McCullough/Scott Goodwin moved to accept. Motion Carried.
- d. Online Partner Poll Results – Emily encouraged more members to take the poll. She went over the information learned from the poll so far, including prioritization of WRISC’s goals, clear feedback on WRISC’s role in restoration, and 100% support on the frequency and content of WRISC’s emails. She will send an email link for all members to review the report after some more people take the poll
- e. Boatwash Items
 - i. Partner Use Agreement – Other partners have expressed the desire to use the Boatwash and as a result, a Partner Use Agreement was presented at the last meeting and tabled. Since then, the agreement has been reviewed by the DCCD’s attorney and was approved by the DCD. Greg Cleeremen/Justin Bourneville moved to approve the Boatwash Partner Use agreement as presented. Motion Carried.
 - ii. Individual Training Forms were presented for staff and volunteers. Motion by Aaron McCullough/Scott Goodwin to accept the agreements as presented. Motion Carried.
 - iii. A request was presented from Lake Antoine County Park (part of Dickinson County) who is agreeable and even enthusiastic about having the boatwash there again and are willing to store it. This is convenient for WRISC since it is the closest boat landing to the office and the lake is highly active so there is a lot of

potential for education/use. In return, the park manager has asked for permission to use the pressure washer to clean their restrooms. Discussion included the storage benefit vs. the precedent of allowing boatwash use for purposes other than invasive species decontamination. Motion by Greg Cleereman/Scott Goodwin to approve Lake Antoine be allowed to use the boatwash. Emily is directed to have them sign the newly adopted Partner Use Agreement and stipulate on page 2 that they are allowed to use the boatwash from June-Aug to clean the bathrooms at the park. Motion Carried.

- iv. The boatwash titles were discussed. Since the boatwashes were all purchased with USFS grant funding, the original titles go to the USFS and are then transferred to WRISC. Ann Hruska and Steve Janke discussed the status of these titles since WRISC has not received titles from the 2011 or 2012 boatwash units. The recent purchase of a 3rd boatwash came with a title which was used to purchase a Michigan trailer plate and will then be transferred to the USFS. Ann and Steve will continue to coordinate on this.
- f. MIPN membership request – Darcy Rutkowski talked about value of MIPN membership. Motion by Tracy Beckman/Aaron McCullough to approve the \$50 membership to MIPN. So noted the funds will come from undesignated funds. Motion Carried.

9. NEW BUSINESS

- a. UMISC Attendance: Emily reported that WRISC has been asked to speak at the Upper Midwest Invasive Species Conference in La Crosse in October as part of a CISMA session and a MDNR grant program session; Emily also submitted an abstract on a European Marsh Thistle session which was accepted. While attendance at UMISC falls within WRISC's Michigan grant scope there was some concern over costs. The decision on WRISC attendance was tabled until further financial information can be gathered by Emily showing what funding/cost sharing is available to WRISC. It would ideal if both Emily and Lindsay attend but if only one then the board needs to decide which. Emily will contact the Board within 2 weeks so that she can notify UMISC officials if she will/will not be able to conduct the European Marsh Thistle session. Motion by Tracy Beckman/Scott Goodwin to authorize the board to hold an email vote on the conference attendance once the information is available. Motion Carried.

10. No Round Robin updates due to time.

11. The next meeting date & location is 8/3/16 at the Forest County Court House in Crandon.

12. Bill noted future agenda items should be forwarded to Emily.

13. Motion by Dick Peterson/Justin Bournoville to adjourn at 3:14pm. Motion Carried.

Submitted by Secretary Tracy Beckman on 6/1/2016