

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

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**March 10, 2016 Meeting Minutes (9:00-9:54am)**

*In attendance: Emily Anderson, Bill Rice, Tracy Beckman, Dick Peterson, Brian Bousley*

- 1. Choose member to record minutes:** *Emily volunteered to take minutes.*
- 2. Conflict of Interest Policy – Charlene/Bill:** *Dick passed on some comments from Charlene regarding the importance of conflict regarding financial gain in a conflict of interest policy. Emily also mentioned recent conflicts regarding relatives of WRISC employees and members applying for employment with WRISC. Bill will continue to work with Charlene on a policy draft for review at or before the next action team meeting and will email it to the team when ready.*
- 3. BOD Roles & Responsibilities document – Discuss questions from BOD meeting:** *Team members discussed whether there should be a requirement for Board members to attend a certain number of meetings (an item brought up during the last BOD meeting), as well as Bill’s suggestion on adding language for Board members to designate official alternates. They agreed with both ideas. Discussion included the idea that Board members should be attending the majority of meetings, the increased meeting accessibility with quality conference calling, past use of alternates, and the idea that formal alternates could help ensure adequate BOD meeting participation. The team agreed that language on board attendance and alternates should be added to the By-laws and then the Roles document can be updated once those are finished. Emily will edit the by-laws based on team input and email to the team for feedback.*
- 4. Partner Roles & Responsibilities document – Finalize:** *The team had no changes. This document will be put to the board and additional benefits will be added over time as suggested.*
- 5. Discuss Board Member Election process: Any changes to term length and/or introduce staggered terms:** *During the last team meeting, members decided to discuss needs of a future Board of Directors. Emily and Bill asked the team to consider changes to the board member terms, specifically staggering the terms and/or increasing term length so that all board members are not elected at the same time. Currently, all board members are elected annually at the June annual meeting. Team members discussed comparisons with other boards who have staggered terms, longer terms, and sometimes succession of officers (ie. Vice chair becomes next chair). They were in favor of changing board terms to two years each and staggering the terms so that half of the seats are elected each year. The team will bring this to the Board in April before drafting edits for the By-laws. If approved by the board, it was also mentioned that a Partner vote may be necessary in June if we want half of the seats to not be up for election.*

*The team also discussed diversity of board seats. Language on general geographic diversity is present in the By-laws and Roles documents, and the team suggested this be a goal of the action teams and a topic of discussion with the Board.*

- 6. Review by-laws before annual meeting:** *Based on previous agenda items amendments to the by-laws will need to be drafted and approved by the BOD. If team members see any other items to review/change they should let the rest of the action team know.*
- 7. New Partner Initiations: Status, report any invites planned/sent/received:** *Emily reported the following invites sent: Mike Nowack (Hayward Bay group) by Dick/Charlene Peterson, WE Energies and UW-Extension by Emily, and MSU-Extension by Lindsay. No applications have been received to date. Bill and Emily are working on an invitation to Dickinson County to rejoin as a Partner. Dick volunteered to follow-up with Mike Nowack. The team also discussed Dickinson Lakes and Streams association as a Partner. It was determined that if “umbrella” groups like the lakes and streams association or county government are unwilling/unable to join then WRISC should pursue smaller entities such as individual lake associations or county departments (such as the road commission).*
- 8. Photo use policy/statement for website:** *Emily explained updates to WRISC’s photo albums on the website through google photos allowing for individuals to download photos. The team discussed potential problems particularly with photo release by individuals in the photos. Emily will work up a generic statement for the website and then notify the action team.*
- 9. Other**

*Emily gave a few more updates: The online Partner Poll draft is almost complete and will be sent to all action team members for review shortly. (Tracy reminded Emily to include a question on what Partners see as benefits to add to the Roles document.) She has also added more notes to a document on pesticide use with WRISC and will have the team review it at the next meeting and determine if it should be a full policy. Emily also reported that the USFS had signed the new MOU, completing the document with a USDA agreement number, and it has been emailed and mailed to all WRISC Partners.*

*Dick commented that WRISC should continue to add new Partners each year and should strive for 30 Partners.*
- 10. BOD agenda item(s)**
  - *By-law proposed changes: Meeting attendance requirement, Board seat alternates, Board Member term restructuring (NOTE: BOD needs 30 days notice in order to vote on by-laws changes, so this will just be a discussion on proposed changes.)*
  - *Discussion topics: Board diversity/future board members, Partner invitations*
  - *Partner Roles & Responsibilities*