

# Board of Directors Meeting Minutes



August 2<sup>nd</sup>, 2023

10:00am

Forest County Courthouse  
200 E. Madison St.  
Crandon, WI 54520

**Members Present:** Jeff Carlson (Menominee County, virtual), Steve Kircher (Forest County LWCD), Larry Sommer (Lumberjack RC&D), Scott Goodwin (Florence County LCD), Aaron McCullough (WDNR-Wausaukee, virtual), Sherry Pethers (Forest County), Amber Butterfield (DCD, on-phone)

**Members Absent:** Sheri Denowski (Marinette County), Tracy Beckman (Lumberjack RC&D)

**Guests:** Nick Cassell (UPRC&D), Kayla Littleton (Forest County LWCD), Audrey Seldon (Florence County LCD), Margaux (Lake Antoine Association, virtual)

**Staff:** Lindsay Peterson (Coordinator), Katherine Mentel (Project Manager)

**Meeting called to order** at 10:00 am by S. Goodwin.

## Board of Directors Meeting

1. **Approval of Agenda** – Motion to approve the agenda as presented was made by L. Sommer/ S. Kircher. **Motion carried.**
2. **Approval of Minutes** – Meeting Minutes from the June 7<sup>th</sup>, 2023, Annual BOD Meeting were presented. S. Kircher/ S. Pethers moved to accept the minutes as presented. **Motion carried.**
2. **Grants & Treasurer’s Report** – A. Butterfield led this portion of the meeting. Quarterly reporting just wrapped up and went smoothly. WRISC will be having a meeting with the other CISMAs from the joint purple loosestrife project through MEF to discuss the current spending and project extension. WRISC is waiting on reimbursements from MEF, MISGP, and GLRI, but just got reimbursements from EPA Phragmites, the previous MISGP request, and the UPRC&D EFB grant.  
The undesignated funds are currently at \$9,556.82.  
L. Sommer said it would be nice to see a total for the budget added to the report.  
Motion to put the grant report on file made by L. Sommer/ S. Pethers. **Motion carried.**
4. **Project Updates/Reports**
  - a. **Events:**
    - i. L. Peterson led this portion of the meeting. Since the last BOD meeting, WRISC has attended and hosted a variety of events. The current project list includes everything from the April BOD meeting, so it looks substantially longer than normal. WRISC does not plan to do many more events for the remainder of the field season. An upcoming event of note is the Aquatic Plant ID Training at Lake Metonga on August 17<sup>th</sup>.
  - b. **Project Updates:**
    - i. WRISC is in the process of closing out the MEF Pathways Grant.
    - ii. The MEF PL grant is progressing, but a partner meeting will be held this fall.
    - iii. The GLRI CBCW grant is progressing well, and the CBCW staff are doing great.
    - iv. The MISGP Core grant has been extended.
    - v. WRISC decreased funding with the WI DNR, as the landowner engagement was less than anticipated.
    - vi. The EFB grant has closed out.

- vii. The 2022 MISGP Core project has just started and includes a separate award for survey and treatment for Round-leaf Bittersweet and European Frog-bit surveys.
- viii. WRISC applied for a small MI CBCW grant for EFB signage but that was not awarded.
- c. **Staffing:** Seasonal staff have been doing well. Wild Parsnip is wrapping up. Field staff have about two more weeks before they are done, but CBCW staff will be on until Labor Day.
- d. **Outreach:** WRISC has done a few articles and radio ads around the holidays. The online outreach has been consistently growing. S. Pethers mentioned that local Forest County newspapers will print any press release. S. Goodwin mentioned that one of the main billboards in Florence County is currently available.

## 5. Old Business

### a. Undesignated Fund Spending Policy:

- i. T. Beckman helped L. Peterson draft a short undesignated fund spending policy. The policy will help WRISC spend the funds appropriately and identify where and how the funds can be spent and at what point the spending needs to be approved by the BOD. In the past, undesignated funds have been used for event food and Annual Meeting catering. During the last meeting, T. Beckman recommended increasing the limit to \$1,000 before formal board permission is needed. L. Sommer requested that even if WRISC spends under the \$1,000.00 limit L. Peterson still be required to report to the board what the money was spent on at the next meeting. Motion to approve the Undesignated Fund Spending Policy, with the amendment that WRISC updates the BOD on the current spending at each BOD meeting, made by L. Sommer/ S. Kircher.  
*Motion carried.*

### b. Strategic Management Plan (SMP) Update:

- i. WRISC updates the SMP every five years and traditionally the new plan is approved at the WRISC annual meeting in June, but since this new draft of the SMP is more in-depth and specific than the older plan, and has two new goals, it has taken a bit longer to draft. Other changes include the addition of “indicators of success,” “stretch goals” and “barriers to success.” Having a SMP is not required but is strongly encouraged by grantors. S. Pethers asked about the priority invasive species list. L. Peterson said that the Priority Invasive Species list will be discussed more in-depth at the next meeting, including WRISC’s Top 10 Species. S. Pethers and L. Sommer commended L. Peterson for her hard work. S. Goodwin commented that the BOD needs to take a closer look at the SMP document before approval. Also, S. Goodwin mentioned that the shade of green used for some text should be changed to account for color blindness. Overall, the board is happy with the direction of the SMP. S. Goodwin mentioned that a special meeting to go over the SMP more closely should be held in September. The overall goal is to make WRISC more sustainable as funding shifts occur. J. Carlson asked if the Menominee County Road Commission was involved in the ROW work. L. Peterson said the WRISC gets a yearly permit for county road treatments but is looking to host a regional meeting in the spring to discuss future invasive species management along roadways. J. Carlson said he attends the Menominee County meetings and can discuss WRISC’s work or plans if needed.

### c. Cost Share Update:

- i. The cost-share program focuses on retreatment sites that have received two or more years of grant funded treatment. The MEF Cost Share grant has helped fund our pilot year to trial the program with a handful of landowners. WRISC will set a base rate, which may vary year to year but is currently set to \$250 for 2023. There is an additional fee for every additional 15 minutes past the first 30 mins. There are also associated costs for extra equipment or hazardous

conditions. During the pilot year, WRISC is testing out the logistics of the program, including the base rate, accounting, and payment schedule/paperwork timeline. This program will cover retreatments of WRISC's priority species.

- ii. The board would like to review the cost share documents in more depth at the next meeting.

## 6. New Business

- a. **Truck Update:** The seasonal staff were in a vehicle accident recently and totaled one of the two work trucks. A. Butterfield is working to get staff a rental vehicle for a short time. The working truck is a 2008 Ford, while the truck that was totaled was a 2018 Chevy Silverado that was not paid off. The DCD owns the trucks, and WRISC grants reimburse the mileage when staff use the trucks. A. Butterfield got a quote from the insurance company, which will be enough to pay off the truck loan and there will be some funds remaining to put toward a new vehicle. Once all the paperwork is done, A. Butterfield will investigate either leasing or buying a new truck. L. Peterson also mentioned that all parties involved in the crash were uninjured.

## 7. Round Robin (Chance for WRISC partners to share updates)

- a. **K. Littleton:** Forest County LWCD held a successful native plant sale in June, and WRISC helped as part of the Invasive Trade Up event.
- b. **S. Kircher:** Forest County LWCD has a purple loosestrife biocontrol cage, and the beetles and plants are doing really well. FCAL had a successful booth at Kentuck Days and distributed 300 informational bags. Lake Lucerne has an annual fundraiser coming up.
- c. **L. Sommer:** The Lumberjack RC&D entered into a contract with Enbridge to facilitate a grant program and recently had a meeting to go over the agreement.
- d. **A. Seldon:** The Florence County CBCW program has had a busy summer, with 4,000 boater contacts and 200 boats washed just at North Lake. They are also working on lake surveys and water quality monitoring.
- e. **S. Goodwin:** Will be checking Cosgrove Lake for any phragmites regrowth. The pet surrender event was not as successful as the first one but still had some pets surrendered. Two construction projects were in the works, but one fell through, Hendricks Creek culvert replacement still moving forward.

8. **Other Business:** There will be a Strategic Management Plan meeting tentatively scheduled for September 20<sup>th</sup>, 2023. The next board meeting will be October 4<sup>th</sup>, 2023 at the Menominee County Annex Building, in Stephenson, MI at 10:00 am)

9. **Future Agenda Items:** WRISC will discuss the SMP, truck updates, and cost-share.

10. **Adjourn.** Motion to end meeting made by L. Sommer/S. Kircher adjourned the meeting at 11:45 AM. **Motion carried.**

**Minutes compiled and submitted by Katherine Mentel & Lindsay Peterson**

**S.Kircher/A.McCullough moved to approve the minutes on October 4<sup>th</sup>, 2023. Motion carried, minutes approved.**