

## MWCA Summer Board Webinar

Monday, August 16, 2010

### Unofficial Minutes

**Members present:** Amy Adler, Lindsey Bona, Dave Brink, Pam Converse, Jack Eddie, Kenny Keever, Aaron Kneeland, Jane Mangold, Kellieann Morris, Gary Olsen, Brian Ostwald, Mel Shumway, Judie Tilman, Paul Wick, Dave Burch, Carla Hoopes, Jim Jacobs, Mike Miller, Steve Shelly, and John Simons.

**Members excused:** Jeanne Caddy, Larry Hoffman, Danny McIntosh, Lisa Surber, Dick Zoanni, Dan Dobler, and Joe Weigand.

Paul Wick called the meeting to order at 10:04 a.m.

#### Old Business

##### **Spring board minutes approved**

*Amy Adler motioned to approve the spring board minutes as they are and Jane Mangold seconded. All were in favor.*

##### **Winners of minutes search contest**

Becky announced the winners of the minutes search contest- Dave Burch was first and Pam Converse was second. Becky would get awards to them.

##### **Questions on board packets**

Paul called for question on board packets- many board members had not realized all of the documents in the packets were in one email. Becky will make sure to tell all board members in the future how many documents they should have for their packets. There were no questions.

##### **Speaker Policy**

Becky reviewed the speaker policy for annual conference that was discussed at the spring board meeting. The following speaker policy was proposed:

##### ***Attending conference:***

- *In-state speakers, upon request, will receive a banquet dinner ticket and mileage reimbursement based on current state rates. They must pay registration fees less the cost of dinner.*
- *Out-of-state speakers will receive waived registration and room and travel expenses upon request and within MWCA budget if their agency will not cover costs. Moderators or MWCA Staff will ask if their agency can cover costs upon invitation to speak.*

##### ***Only presenting their session:***

- *In-state speakers, upon request, will receive a luncheon ticket and mileage reimbursement based on current state rates.*
- *Out-of-state speakers will receive luncheon ticket (if desired) and travel expenses will be reimbursed upon request and within MWCA budget if their agency will not cover costs. Moderators or MWCA Staff will ask if their agency can cover costs upon invitation to speak.*

*Dave Brink moved to accept this speaker policy and Judie Tilman seconded. All were in favor.*

## **New business**

### **Award nomination process**

A new nomination process has been adopted for MWCA Awards – as approved by the annual conference work group and was presented to the board:

- All nominations would come to MWCA office in the form of a letter
- A packet of nomination letters and a ballot would be sent out to those who wished to be involved in the nomination process (this should include all area representatives). Participants would have two weeks to read over letters and submit ballots.
- Ballots are sent back to MWCA office and only the MWCA staff and awards chair/committee know the winners and plan for award presentation

There was some discussion about “stacking the ballots,” but a majority of the board felt it was appropriate to give this new process a try for the year and see how it went. Jane Mangold wanted to be sure that the membership and board was notified of the opportunity to participate in this process and Becky stated it would be broadcast in the E-notes and *Weed Times*.

### **MWCA Scholarships**

In Lisa Surber’s absence, Becky reported that there were only three applicants this year and that the group was still deciding on whom to award. The scholarship work group will change the deadline from July 1 to May 1. The current wording of the criteria was posted to the board and several board members felt the criteria were too stringent and they wanted to see the criteria expanded to include out-of-state colleges and more degrees. Aaron Kneeland, scholarship work group member, agreed to take the discussion points back to the committee for review. Discussion and decisions of the work group will be presented at the fall board meeting.

### **Fundraising discussion & October workshop**

Kellieann Morris, chair of Nominations and Board Development Committee, reported that she had attended two workshops this spring : Fundraising for your organization and governance basics – she stated that she had learned a lot from those and she was hopeful that she could be instrumental in changing the board’s mindset regarding fundraising. She and Becky developed a fundraising work group whose members are Kellieann Morris (chair), Jim Gordon, Mike Miller, Aaron Kneeland, Judie Tilman and Amy Adler.

Kellieann reported that a fundraising workshop will be held for our board on October 4 in Bozeman, and she encouraged all board members to attend this entertaining workshop. There was some discussion on how to get better education out to state employees regarding the State Employee Charitable Giving Campaign. Mike Miller suggested a poster be made up so agencies could distribute those around their offices to get notice out. Becky would get that done as soon as possible. Diana Ericson would be sending out postcards to all members with government email addresses and she was also working on the creation of a recurrent giving page so the MWCA could start receiving donations in an easy manner on the website. Kellieann felt that MWCA Board members need to personally help in the fundraising process whether it is a license plate purchase, personal funds to buy membership or donate, silent auction items donated, purchasing raffle tickets, etc.

### **Governance and board development**

Kellieann also reported on the goals she had for the Board Nomination and Development Committee and they included:

- Change Committee name from above listed to simply “Governance Committee”

(Bylaw change)

- Board checklist completed (current board objective)
- Orientation webinar – after elections in January (current board objective)
- Board binders completed – with orientation webinar
- Nominations packet made up – ASAP (will include fundraising as a requirement)
- Board self assessment designed and implemented – MNA guidelines used
- Board retreat reinstated in the spring?
- Executive Director evaluation designed and completed by Executive Committee

There were some questions on binders and Paul Wick felt that a retreat was a good thing for the board to participate in. In January, Kelliann would have the task of setting up board meetings for 2011 and at that time, she would state her intent for a retreat.

#### **NPDES update**

Becky Kington gave a brief overview of the proposed NPDES permit and reported on the status of the permit. Details of this mandate from EPA were posted in the summer Weed Times. EPA had received 1,000 comments and was responsible for responding to each and every comment. Becky posted the MWCA letter of concern in the board packet for review, and she encouraged all board members to be knowledgeable about this proposed permit and to be involved in the advocacy to support pesticide exemption from the Clean Water Act. Several board members commented on this proposed legislation.

#### **MWCA Technology needs and current changes**

Diana Ericson reviewed our current technology capabilities and needs. Both computers that Diana and Becky are using are outdated and in need of updating. She presented a proposed budget for new computers and software which amounted to a proposed \$2725. She proposed that as soon as we reach the projected budget for license plate sales, that we be given permission to move ahead with the purchase. Numerous board members agreed that we should not wait to make these critical upgrades. ***Amy Adler moved we purchase the necessary software and technology up to \$3,000.***

***Gary Olsen seconded and all were in favor.***

Diana then reviewed our membership management system; we are currently with ETapestry, but have outgrown their services. She is shopping around and will put out a bid package. She will have a proposed bid for the board by the fall board meeting in October. She also recommended MWCA look to re-do the shopping cart page on the website to integrate it better with our current site. It would tie directly to decisions made with the member management system. Lastly, ETapestry has not delivered on a promised registration system and MWCA is now shopping around for a credible and reasonably priced event registration service for our annual conference. An update on all technology proposals and changes will be given at the fall board meeting.

#### **MDA updates**

Dave Burch Reported that the Russian olive listing was still not official. Over 100 letters were submitted for public comment and attorney Cort Jensen was compiling those comments for review. Most comments favored a priority three listing. Dave felt by the end of August, a decision should be made.

Dave Schulz and Dave Burch were putting together a group of individuals to review and re-define portions of the county weed act. Burch reported that Schulz was contacting legislators and as soon as that was done, the members of that

group would be put out to weed managers and a meeting would be set up. Schulz feels the revisions can be made in a one day meeting, and place holders had been submitted by both legislator Debby Barrett and MDA Attorney Cort Jensen.

Bob Bushnell and Mack Cole were termed out on the Trust Fund Advisory Council; they were replaced by Jennifer Anderson (Sportsmen and Wildlife) and Nico Cantalupo (At-Large-Member). Burch reminded the board that next year, Terry Turner will term out and the MWCA will need to be thinking of a replacement.

Stacey Barta resigned from the eastern grant coordinator position and Jeremy Seidlitz was hired to replace her.

The MDA Invasive Species Summit was being planned for October 19 & 20 in Helena. The agenda is being compiled and everything is on track. The main purpose of this summit is to identify where we are in weed management and what we need to be doing in the future. An invasive species management plan for ALL invaders will be developed with the weed management plan as a component of the overall plan.

### **Important dates**

Becky reminded the board of the following dates this fall and winter:

October 4 - Fundraising Workshop in Bozeman (location TBA)

October 14 – MWCA Fall Board of Directors’ Meeting Havre Great Northern Hotel. 9 – 5 p.m.

December 1 – Trust Fund Grants due- Becky is putting in for Weed Board Trainings and Death by Lecture grants. Other ideas are welcome now – grants will be presented at the fall meeting.

November 1 – Registration opens for MWCA Annual Conference

January 10 – MWCA Winter Board of Directors’ Meeting *\*\* Please note this change- Monday at 2:30 is the board meeting*

January 11 – 13 – MWCA Annual Conference at Great Falls Heritage Inn

***Dave Brink motioned for meeting to adjourn at 11:55 a.m. and Mel Shumway seconded. All were in favor.***