

**MWCA Board of Directors
Winter Meeting
January 10, 2011
Great Falls Heritage Inn**

Minutes

Meeting called to order at 2:45 by Paul Wick

Members present:

Amy Adler, Lindsey Bona, Dave Brink, Jeanne Caddy, Pam Converse, Jack Eddie, Jim Gordon, Larry Hoffman, Kenny Keever, Aaron Kneeland, Jane Mangold, Danny McIntosh, Kellieann Morris, Gary Olsen, Brian Ostwald, Mel Shumway, Judie Tilman, Paul Wick, Dick Zoanni, Dave Burch, Dan Dobler, Carla Hoopes, Jim Jacobs, Mike Miller, Steve Shelly, John Simons, and Joe Weigand.

Members not present:

Lisa Surber (excused), Dave Schulz (excused)

Guests present:

Jerry Marks, Dale Butori, and Doug Bruha

Reason to reconvene after conference

Paul Wick explained that due to resolutions procedures and timing of area meetings, the board would need to reconvene after the conference to address resolutions.

Fall Board Minutes

Amy Adler moved to approve the fall board minutes and Gary Olsen seconded. All were in favor. Motion passes.

Minutes Challenge

Becky reported that Kenny Keever won the minutes challenge for the fall minutes and that Kenny won a free raffle ticket.

Questions on board packets including financials

There were none.

Old Business

MWCA Strategic Plan & Objectives

Becky reminded the board of Dave Burch's suggestion at the spring meeting that objectives and goals of staff, president and board be reviewed at each meeting. Paul asked for board input after their objectives from spring were handed out. Several of the board members volunteered to report their objectives and goals from the spring meeting and how they were doing. Paul reviewed his goals and objectives and felt he had success in most of them as his term ended. Becky reviewed the staff objectives and how staff was progressing with theirs.

Annual Convention Update

Kellieann gave an update of the 2011 Annual Convention. She thanked the bronze sponsors and reviewed the agenda. Nearly 300 people were registered and there were 26 vendors. All was proceeding well.

2011 Board Nominees

Kellieann reviewed the list of 2011 Board nominees and reminded the nominees that they will be sitting at a head table and will be asked to say a little something about themselves during the luncheon.

Alligare Scholarship Proposal

Becky reported that she had talked with Tony Marlow with Alligare about a scholarship proposal and she had asked Tony about sales in 2010. Those sales were \$300 or less in Montana. Tony was to have provided some

scholarship materials prior to the board meeting and Becky did not receive it. The board decided there would be no further discussion about that proposal at this time.

Elected & advisory board member job descriptions

Mike reviewed his changes to advisory board member job descriptions and stated that it was a real eye-opener to work with the feds and their policies. Fundraising and donations were not words that could be used in the job description. There was a great deal of discussion on fundraising and dealing with financials regarding advisory representatives. There was also talk of changing the name of advisory to liaison, which would require a bylaw change. It was decided that federal representatives could not sign off on a board agreement without it becoming a formal MOU between MWCA and the agency, so the job requirements by advisory members would be put into MWCA policy. Mike Miller will add the final additional changes to the advisory position description and the advisory board members will get comments back to Mike.

Becky reviewed changes for elected board member job description and there was discussion about holding and "policing" fellow board members responsible for professionalism and what fundraising activities were for the MWCA. Paul asked most board members if they felt comfortable signing this document. Jane felt this document could be very important for recruiting new members and suggested it be put into the future nominee packets. There was no opposition to the elected board descriptions.

Healthy Habitats Team to D.C. update

Dave reported that he felt with the governor's decision regarding his out of state travel request he would be able to attend the Healthy Habitats Coalition conference in Washington DC in March. Donna Rise however, due to the legislative session, would not be able to attend. This lobby week for Healthy Habitats will take place during the week of March 14 and Dave Schulz, Dave Burch and Becky Kington would be attending. If an alternate was needed, it was felt the executive committee could make that decision if needed. The Dept of Ag would help contribute to the expense of this trip.

Technology and gift tool update

Diana reviewed our current technology. Our new computers were working well and were synced up with each other. Gift Tool was a great addition for registration at this year's conference and it worked really well and saved Diana a great deal of time. Etapestry rates for maintaining our current member database were consistently rising and we would need to be looking at our decision to house membership data with Etapestry in the near future.

Bylaw revision update and Executive Committee decision

At the last meeting, we did not have a quorum after lunch, and many bylaw changes were recommended at that meeting. Paul asked for a bylaw revision work group to be formed. **Those who volunteered to sit on that work group were: Paul Wick, Kellieann Morris, Judie Tilman, Gary Olsen, Amy Adler, Dale Butori and Jack Eddie.** Proposed revisions of bylaws would be presented at the spring retreat.

License plate thank you cards handed out

Becky explained that the license plate artist, Tim Braun, who designed our specialty license plates had not received revenues for over two years because we could not obtain the data from Dept of Justice. She felt that getting an accounting of exact plate numbers from DOJ would not be likely. Becky asked the board about the possibility of paying Mr. Braun in good faith, but many questions are not answered, including if Mr. Braun would be agreeable to a blanket estimated payment for previous plates based on historical sales. Becky would talk with Mr. Braun and she would have all figures and materials ready for the spring board meeting to address paying Braun royalties.

New Business

MWCA appointments to Trust Fund Council & SNWAEC Executive Board

SNWAEC board appointment was discussed and several representatives were suggested for attending those meetings. **Jack moved we have representation from the coordinator support chair or the vice chair at those meetings. Jim Gordon seconded and all were in favor. All were in favor.**

The board discussed the MWCA recommendation and how best to go about nominating candidates. The board suggested that board members talk to potential nominees about serving and discuss it when the board meeting reconvened on Thursday. **Dave Brink moved we table the decision until Thursday and Larry Hoffman seconded. Question called and all were in favor.**

Proposed joint invasives summit and 2012 Annual Conference

Dave Burch asked the board to consider a possible joint conference with the invasive species summit in 2012 due to interest expressed in doing so by summit attendees. Discussion by board members included conflicts with registration, too much time for employees to be gone (a week) the potential for the invasive species summit to grow, etc. so it was decided to keep both conference separate.

Board orientation date & location/ or webinar

It was decided that a board orientation would be held in conjunction with Spring Coordinator training in Helena on March 22 & 23. After the spring training, a board orientation would be held in the afternoon on March 23 at Fairmont and a regular board meeting would be held on March 24.

Set board meeting dates for 2011

Our summer board webinar will be held on Monday, August 1, 2011, and our Fall Board meeting will be held on October 20 in Red Lodge following Fall Weed Coordinator Training. Becky encouraged all board members to mark their calendars now for these dates.

Policies for survey's

Diana reviewed the proposal for a survey policy as outlined:
Proposal for surveys requested by members:

1. The requestor must be a current member of MWCA
2. The survey must be related to noxious weeds.
3. The requestor must develop and submit the survey to MWCA. MWCA staff will not write surveys not done by the organization.
4. MWCA may reformat the answers to facilitate use of the survey tool.
5. MWCA will donate the staff time to set-up the survey and report on the data.
6. The survey requestor will be charged \$15 per survey to offset charged to MWCA to do a survey.
7. MWCA has the right to decline any survey.

Reasoning: We don't subscribe to survey services. Subscription services facilitate export to of data to excel. They cost between \$15 and \$20 a month for the service. We subscribed to this service for one year and allowed it to expire in February due to lack of use and support by MWCA membership.

Jack motioned we leave this policy decision to the executive director and if the ED feels uncomfortable, they would go to the Ecommittee. There would be a fee of \$50 per survey plus staff time. Jim Gordon seconded the motion. Discussion included John Simons stating the fee should be \$100 plus staff time. Carla recommended the survey fall within our goals and objectives to further the mission of the MWCA. **Larry Hoffman motioned we accept the recommended amendment of increasing the fee to \$100 and Dave Brink seconded. Gary Olsen and Jack Eddie opposed and the rest were in favor. Motion carries. Jack motioned we leave this policy decision to the executive director and if the ED feels uncomfortable, they would go to the Ecommittee for approval; there would be a fee of \$100 which includes the first two hours per survey of staff time. Gary called for question and those opposed were Jane Mangold and Pam Converse, the rest were in favor. Motion carried.**

Other business

Dave Burch reminded everyone of the aquatic trainings and needs and requests for SNWAEC. He also mentioned if anyone was looking for a legislative update, he had it. Lindsey reported she had posters for sale and Kelliann had planners for sale. Kelliann thanked board members who were moving off of the board for their service.

Paul Wick recessed the meeting until Thursday, January 13, 2011 at noon.

Reconvene Board Meeting on Thursday 12 noon

Call to order

Kellieann called the meeting to order at 12:05, Thursday January 13, 2011.

Board Commitment and Committee Assignments

Elected Board job descriptions handed out to all board members to sign and voluntary sign up for committees and work groups were also passed around to board members.

Coordinator Support Update

Amy Adler reported that the coordinators felt we should have a raffle, and that the monthly raffles were popular; TV's and guns were two of the more popular raffle items brought up. Amy went to SNWAEC meeting and she felt they moved in a progressive, forward motion but based on comments made at the coordinator support meeting, it would take some work for coordinators to by-in to the program again. Amy asked about central area representative replacement and felt that a decision needed to be made prior to the March retreat.

Proposed resolutions

The board reviewed proposed resolutions. **Judie moved to accept the recommendations of the policy committee, resolutions 1 – 6. Amy seconded. Question called.** There was discussion on the process and how things worked. **Amy Adler, Judie Tilman, Amber Burch, Larry Hoffman, Melissa Maggio, and Paul Wick were in favor of passing the motion; Dave Brink, Jane Mangold, Aaron Kneeland, Danny McIntosh and Gary Olsen opposed and motion carries.** Amy suggested that we make a book for our resolutions such as Stockgrowers does. There also needs to be clarification of advisory members on the flow chart in regards to serving on the committee. Several board members questioned what the purpose of the resolution committee was, and what do they do or NOT do? Becky suggested there be a meeting to discuss these questions and propose them at the board retreat. The board was also reminded that it is up to the committee or area that brought forth the resolution to implement the resolution. There was a lot of discussion on the timing of when and how these resolutions are presented to areas/members. Jane Mangold stated that she was not in favor of a blanket vote, but Dave Brink reminded her that this particular motion was stated that way. There was also question of if a resolution could be repealed as a resolution.

Post conference discussion on ideas and improvements for next year

Kellieann asked for questions or suggestions for next year's conference:

- *MC for awards explains the nomination process – an overview prior to awards being given.
- *Becky suggested IWM as a theme and Paul said to make sure new elements are given if that is the case
- *Vendors, need better descriptions in proceedings. Vendor presentations need to coincide with other times if possible?
- *Vendors contribute heavily and would like time to be in front of the whole session. Suggestion was for a layout like NAWMA- five minutes in front of the general session and then a vendor talk if warranted.
- *Rooms need to be better identified upstairs (signs or podiums)
- *Food great
- *Olympiad a lot of fun, but next year there needs to be better seating for spectators if possible; a bar is needed in with Olympiad, and a little more organization of event for number of teams
- *Need hotel contracts earlier and need more people to review that contract.

Trust Fund Advisory Appointments

Kellieann asked for nominations for the MWCA position on the Trust Fund Advisory Council. **Jim Gordon nominated Jack Eddie, Larry Hoffman nominated Tommy Thompson, and Gary Olsen nominated Brian Ostwald. All of the above mentioned candidates have accepted nominations.** Becky will draft a letter of these suggested appointments to the Director de Yong and Dave Burch.

Advisory Board Job Description

Mike Miller will summarize his advisory job description and get out to the board; the board will vote to approve of those descriptions. If approved, it will become policy and not a signed document.

Aaron Kneeland moved to adjourn at 1:14 and Jim Gordon seconded. Question called and all were in favor.