

MEETING MINUTES

Meeting/ Project Name:	MWCA BOARD OF DIRECTORS		
Date of Meeting:	APRIL 4 - 5, 2017	Time:	4/4 2:30 PM - 6:15 PM 4/5 8:00 AM - 11:45 AM
Minutes Prepared By:	KAAREN ROBBINS	Location:	MILES CITY COUNTRY CLUB
1. Meeting Objective			
2017 MWCA Spring Board Meeting			
2. Attendees			
Amber Burch, Dale Butori, Norma Borgstrom, Clay Petersen, Tracy Mosley, Lisa Surber, Jill Allen, Kaaren Robbins, Jesse Scott, Stone Tahista, Karen Latalia, Christian Lehnert, Rachel Frost, Lyle Scott, Christian Lehnert, Lisa Surber, Amy Adler-Guest.			
3. Agenda and Notes, Decisions, Issues			
Topic	Discussion		
Pre-Board Meeting - Roberts Rules training	Handouts are attached at the end of this document.		
2017 January BOD minutes	<p>Board Book Pages 1 - 9</p> <ul style="list-style-type: none"> • Edits: <ul style="list-style-type: none"> ○ Jesse Scott - Correction. Amend motion to read, “We move to fill the member at large position with Norma Borgstrom and send the other vacant positions to the Governance committee to find out why we cannot fill positions and report back to the board at the next scheduled meeting.” ○ Shantell Frame-Martin to be added to the list of attendees. <p><u>MOTION 1</u> Tracy Mosley moved to approve the minutes as corrected. Rachel Frost seconded. Motion carried unanimously.</p>		

<p>Financial Review</p>	<p>Board Book Pages 10 - 20 Clay Petersen</p> <ul style="list-style-type: none"> • Balance Sheet <ul style="list-style-type: none"> ○ (\$1,500) needs to be placed at the annual meeting (QuickBooks change to be made). ○ (\$614.87) fraudulent activity on a credit card. ○ (\$682.45) products for sale to be corrected with Wendy. • P&L Actual vs. Budget <ul style="list-style-type: none"> ○ Finance committee must have deficits on their radar. ○ Consult with Wendy and Becky - Are any of these deficits red flags. ○ Update balance sheet to be as accurate as P&L. ○ Every fundraising event has lost money. ○ We need to watch expenses from now to the end of the year. • Real issues to review: <ul style="list-style-type: none"> ○ Staff (Kaaren over budget. We need to budget her time better. Do we have someplace where we can make this up). ○ Website (This has been contracted). ○ Income. ○ Offer training in each area. • President's recommendation: Finance committee meet to take a hard look at every line item to understand where we stand. <p><u>MOTION 2</u> Jesse Scott moved to refer the budget for this fiscal year to the finance committee to be reviewed line by line for deficits, to take a close look at Kaaren's wages, and to provide solutions to be reported back to the board during the next scheduled meeting. Stone Tahista seconded. Motion carried unanimously.</p>
<p>CHANGE TO AGENDA ORDER: Old business Bylaws changes</p>	<p>Discussion followed finance review. Board Book Pages 21 - 24</p> <p>Kellieann is Chair of the Governance Committee. The past president chairs both the Governance and Legislative committees. We need to look at this in a Legislative year going forward as this is too much for one person to do. Amber has kept the committee going for Kellieann. Rachel is the Vice Chair.</p> <ul style="list-style-type: none"> • MWCA Proposed Bylaws changes (at the top): <ul style="list-style-type: none"> ○ The seven changes are listed with the purpose. The intent is very clear. ○ Actual bylaw wording and changes in bold. The references to the bylaws are incorrect. ○ Article 4 Part C. The actual reference to the bylaw is not correct. In the actual ballot, the bylaw changes are clearly stated without the changes to the bylaw section. Actual bylaw wording and suggested changes in bold. The suggested wording was not bolded, and the references in the bylaws are incorrect. ○ At the Governance Committee, John Moodry moved to recommend to the board of directors that we go forward with the bylaws changes as set forth in the election. Dan Dobler seconded. All were in favor. Motion carried. The committee felt the intent was clear (p 23 third paragraph from the bottom). <p><u>MOTION 3</u> Tracy Mosley moved to accept the recommendations made by the Governance Committee to move forward with the bylaws changes as presented on the ballot. Rachel Frost seconded. Ten Aye's. One Nay. Motion carried.</p>

**CHANGE TO
AGENDA
ORDER: Old
business
MWCA vacated
positions**

**MWCA Vacated Positions
Board Book Pages 22 - 24**

As a board, we had discussed the change of the IWM and Education committee chairs. There were no motions or decisions made. Some felt the positions would be grandfathered in. Christy was on the ballot to be the elected Education committee chair.

MOTION 4

Tracy Mosley moved to accept the recommendation from the governance committee that the Education and IWM chairs are advisory positions and not voting positions effective as of the January elections to correspond to bylaw changes.

Dale Butori seconded.
Motion carried unanimously.

- **Discussion:**
 - During the governance committee meeting, it was suggested that both Karen and Christy be approached to fill the two open voting positions.
 - It was discussed to appoint Shantell Frame-Martin as the Education Work Group Advisory position as she leads the state position.
 - Rachel background. Per our bylaws, the positions take effect in January. We originally thought the current term holders would serve through the end of their term.
 - The governance committee was tasked with reviewing the open board positions. The Governance Committee recommended asking Christy Schram and Karen Latalia if they want to serve as the Western Area and Agriculture Board Reps respectively. If they are not interested, the governance committee would recommend to the board of directors to do a call out to membership to fill those positions.

MOTION 5

Rachel Frost moved to appoint Karen Latalia as the Agricultural Representative and Christy Schram as the Western Area Representative effective immediately.
Lisa Surber seconded.

Motion carried unanimously.

- **Discussion:**
 - In our bylaws, both positions will be on the 2017 ballot as they are appointed positions. The same with Norma Borgstrom and Dale Butori's positions.
 - Next step is to fill the newly open Advisory positions - Education and IWM.
 - Shantel Frame-Martin is interested in serving as the Education Advisory position.
 - It is recommended to pull someone from the Biocontrol to serve as the IWM.
 - It was discussed that both Christy and Karen keep their Advisory positions as they are non-voting.

MOTION 6

Jesse Scott moved that we keep Christy and Karen as the respective workgroup chairs/ advisory board members until they choose to step down.
Rachel Frost seconded.

11 Nay's.
The motion did not carry.

- **Discussion**
 - It is imperative that Shantel Frame-Martin be a part of this board as the state education.
 - It is Christy and Karen's choice to keep those positions or step down.

Christy was elected to the position

**Staff updates
and action
items**

Board Book Pages 35 - 36

- Question:
 - When will the new MWCA website be ready? July 1.

Board Book Pages 31 - 32

See also Old Business Annual Conference Committee Report.

- **Following is a review of what attendees would like to see at our next conference:**
- We need to add an ice breaker event to involve our new members: Would be nice to have a meet and greet of some sort at the beginning. More experienced "weedies" (those in the business longer) more willing to converse. It appears many of the organizers have been involved with MWCA for a long time and I think they forget about nurturing (laying the foundation) for the cohesiveness of the group. If you're new and not a county weed coordinator, MWCA sponsor or in the MDA Noxious Weed dept., it's hard to step in and get to know people. I'm not in a position right now that allows me to do committee work unless it is mostly conference calls, so how else can I be involved to get know members?
- **Education Strands**
- Biocontrol must be added to next year's strands.
- Some good strands overlap, we need to consider offering some strands more than once.
- HR Topics that can appeal to a whole group are nice to have thrown into the mix. It is nice to have some different things to go to.
- Bring in speakers from North Dakota, South Dakota, Nebraska, Wyoming, Idaho Tap into the universities located in these states, there is a wealth of information out there, and I don't feel it's being utilized enough.
- Success stories (Rangelands that were weed infested and now are productive with minimal noxious weeds. What chemicals are working for this or that (the proof/study)? How does each county manage their weeds, do they contract, etc.? How do they prioritize where they want/need to spray? What works for one county but not necessarily another (why). Who's out there as far as contract applicators? Helicopters, how many in our state that applies herbicides. Is there a list of trusted or preferred contract applicators? What are their average going rates? Many more thoughts, but I'll stop here.
- Controlling weeds in high water areas - a topic that included the environmental impacts of herbicides on water, water table, etc. for those organizations that may be interested in developing code. ATV/UTV safety (training we can use on our crews). Time management/prioritizing strategies. Dept. of Labor documentation requirements.
- Dept. of Ag on-site inspection, what we need to do to prepare for.
- Development of organic farming and or ranching. The outcome would allow program planners the ability to promote alternative agriculture development in areas under their jurisdiction. There is plenty of business for herbicides in conventional agriculture in Montana, alternative methods of treating weeds shouldn't be a taboo issue any longer or effect sponsors.
- New research on weed control, weed spread, and new technologies
- Professional Development.
- I would like to have more of the Weed Laws talked about. I know this is a tough deal, but we (County Coordinators) almost must be lawyers to interpret all the Weed law. What are other states doing for non-compliance?
- Information, and how to explain it to the Commissioners, community, etc.
- Research.
- Agricultural issues -crops, range and pasture, herbicide resistance issues in other states Weed I.D. techniques -are there new apps being developed for weed I.D.?
- Troubleshooting equipment.
- What is nursery trade doing to combat importation of invasive plants? What are some alternative species for landscaping (e.g. what to plant instead of Russian olive or common buckthorn)?
- Supporting the industry and having the legislature more involved with terrestrial weed management.
- Working dogs for conservation, medusa head

Old business
2017
Conference

<p>Old business Board orientation review</p>	<p>The board orientation webinars are proceeding with the finance session scheduled for April.</p> <ul style="list-style-type: none"> • Discussion: <ul style="list-style-type: none"> ○ Webinars are nice as you don't have to travel. ○ Webinars do not take the place of face-to-face. ○ One issue experienced was being pulled away for an emergency and returning to the call still in process.
<p>Old business 2017 grants</p>	<ul style="list-style-type: none"> • MWCA Video grant was recommended for full funding. • MWCA Radio (Northern Ag grant) was recommended at \$15,000 for funding. • MWCA Dan Clark grant was recommended for full funding.

Old business
2017
committee
reports (and
Work Groups)

Board Book Pages 21 - 34

Annual Conference Work Group

- **Chairs:** Becky Kington and Jill Allen Co-chairs.
- **Duties and responsibilities:**
 - Folks are always looking for new and innovative information. Northern Ag session interesting concept but not a spectator sport. Not easy to hear. Overall, most everyone happy with attending. Need new and innovative to this next conference, maybe bring in bordering states and Canada. Many on the webinar wanted to see more of an icebreaker for the vendor session on Tuesday night to welcome and network new weedies with older folks. Bring in more about soil health, ornamentals and gardening. Give vendors more time in front of the general session.
 - Possible Themes:
 - After discussion on themes, the group decided on "Better connections across the board" or something along those lines.
 - Ideas on Content
 - There was a discussion on what should be added to the content of the conference and Forestry, and hard-to-get credits were mentioned. Poker night was given the green light to do again. As we have grant funding with Dan Clark, we should utilize him as much as possible. Success stories were another popular idea.
 - Changes to format
 - Continue with general sessions on Thursday rather than workshops. Group wanted to see 40-minute sessions with 10 minutes passing. Becky would pull together a draft agenda to see how that worked.
 - Area meetings will be held before the coordinator support meeting, and biocontrol requested being put back into the program. The big change will be 7 different strands offered (4 in the morning and 3 different -but in the same rooms- in the afternoon with Industry being held all day).
 - Preliminary strand ideas are:
 - Professional Development, Success Stories IWM, and Industry in the 4-morning strands and Research, Practical, Industry, and Biocontrol as the 4-afternoon strands. It was mentioned by several that biocontrol NEEDS to be presented in laymen terms and not so technical.
 - Keynote speakers/general session speakers:
 - One of the general sessions will include the roundtable presenters from bordering states and Canada, ask Dan Clark to present on a generic topic as the keynote speaker after dinner? Need a speaker to kick off the conference on Wed morning (Becky mentioned the new Director of Ag?), need a luncheon presenter, Dan Clark possibly for dinner speaker, Roundtable with states & Canada as one session Thursday morning and then one more session that morning.
- **Goals & objectives:**
 - Get 350 attendees, secure all sponsor levels, make \$500 on poker night.
- **Budget:** Becky reviewed budgetary needs.
 - Motion: Total income would be \$80,450, and total expenses would be \$40,450. Jesse moved to approve the budget. Pam seconded the motion. All in favor '1.' Opposed 0. Motion carried.

Coordinator Support Committee

- **Chairs:** Chair, Jesse Scott. Vice Chair, Stone Tahista and Pam Barnett second vice chair
- **Duties and Responsibilities:** Part 2 section i) Help organize an annual fall meeting of coordinators during annual conference to provide the opportunity for interactive group discussion of issues and problems that coordinators face

Board Book Pages 31 - 32

See also Old Business Annual Conference Committee Report

Following is a review of what attendees would like to see at our next conference:

- We need to add an ice breaker event to involve our new members: Would be nice to have a meet and greet of some sort at the beginning. More experienced "weedies" (those in the business longer) were more willing to converse. It appears many of the organizers have been involved with MWCA for a long time and I think they forget about nurturing (laying the foundation) the cohesiveness of the group. If you're new and not a county weed coordinator, MWCA sponsor or in the MDA Noxious Weed dept., it's hard to step in and get to know people. I'm not in a position right now that allows me to do committee work unless it is mostly conference calls, so how else can I be involved to get know members?
- Education Strands
 - Biocontrol must be added to next year's strands.
 - Some good strands overlap, we need to consider offering some strands more than once.
 - Education strands are not as interesting as they could be -need new topics, bring in out of state speakers, would like to hear what other states are doing around us.
 - HR Topics that can appeal to a whole group are nice to have thrown into the mix. It is nice to have some different things to go to.
 - Success stories (Rangelands that were weed infested and now are productive with minimal noxious weeds. What chemicals are working for this or that (the proof/study)? How does each county manage their weeds, do they contract, etc. ? How do they prioritize where they want/need to spray? What works for one county but not necessarily another (why). Who's out there as far as contract applicators? Helicopters, how many in our state that applies herbicides. Is there a list of trusted or preferred contract applicators? What are their average going rates? Many more thoughts, but I'll stop here.
 - Controlling weeds in high water areas - a topic that included the environmental impacts of herbicides on water, water table, etc. for those organizations that may be interested in developing code. ATV/UTV safety (training we can use on our crews). Time management/prioritizing strategies. Dept. of Labor documentation requirements.
 - Dept. of Ag on-site inspection, what we need to do to prepare for.
 - Development of organic farming and or ranching. The outcome would allow program planners the ability to promote alternative agriculture development in areas under their jurisdiction. There is plenty of business for herbicides in conventional agriculture in Montana, alternative methods of treating weeds shouldn't be a taboo issue any longer or effect sponsors.
 - New research on weed control, weed spread and new technologies, more after hours' activities not centered around drinking.
 - Professional Development.
 - I would like to have more of the Weed Laws talked about. I know this is a tough deal, but we (County Coordinators) almost must be lawyers to interpret all the Weed law
 - information, and how to explain it to the Commissioners, community, etc., which could be worked with working with the public. I also enjoy the research sections.
 - Invasive issues in other states.
 - Agricultural issues -crops, range and pasture, herbicide resistance issues in other states Weed I.D. techniques -are there new apps being developed for weed I.D.
 - What are other states doing for non-compliance?
 - Troubleshooting equipment.
 - What is nursery trade doing to combat importation of invasive plants? What

New business
2018 Annual
Conference

New business
Policy Updates

Reconvene Tuesday

Pages 49 - 96

- **Proposed changes:**
 - Pg 21 governance committee minutes. Review duties in the bylaw should be review duties in the policies.
 - Formating indent and renumber.
 - Nine now would be 8.
 - Advise the board of its responsibilities by the association's governance calendar.
 - Strike Inform/insert advise. Strike all rest at the end.
 - Pg 62 Part 2 E Section F letter B.
 - Four **county weed** representative from will serve instead of Four representatives.
 - Pg 24
 - To be of Appendix E. Work Group definition.
- **Workgroup Definition**

Work Groups exist to address a specific project or purpose not essential to the normal operation of the MWCA. As they are temporal in nature, creation, suspension and dissolution of these work groups is at Board discretion. ~~And shall not be necessary for the bylaws.~~ **Work Groups** (two separate words) shall be chaired either by the designated Advisory Representative or selected by majority vote of the members of the Work Group. Members of the work group must be members of the Association.
- Additional recommended edits:
 - Strike 3.
 - Reference.
 - Coordinator support recommendation. Strike out fall, organize and annual meeting at the annual conference.
 - Help organize an annual fall meeting of coordinators to provide the opportunity for interactive group discussions of issues and problems that coordinators face.

MOTION 8

Dale Butori moved to approve the policies with the corrections made this morning and the recommendation from the governance committee and coordinator workgroup.

Jesse Scott seconded.

Motion carried unanimously.

- Kaaren to update MWCA Policies with all changes.

<p>New business E-committee role and policies</p>	<p>Executive Committee</p> <ul style="list-style-type: none"> • Discussion: <ul style="list-style-type: none"> ○ Should have clear guidelines for operation. ○ With technology - there shouldn't be any reason for not being able to wait until the next board meeting to make full board decisions. ○ Bylaws definition-Executive Committee: <ul style="list-style-type: none"> ▪ Except for the power to amend the Articles of Incorporation and Bylaws, the Executive Committee shall have all the powers and authority of the board of directors in the intervals between meetings of the board of directors and is subject to the direction and control of the full board. ▪ The chair of the executive committee is the president. ▪ The executive committee shall consist of the officers of MWCA. ○ Comments that the Executive Committee has been running rogue - making decisions that should be full board decisions. ○ Very clear communication is critical. Must announce meeting, planned actions, and results. • Executive Committee Roles and Policies <ul style="list-style-type: none"> ○ When an executive committee meeting is called, the full Board will be notified at least 5 days before the meeting and will be provided the opportunity to join the meeting. Meeting minutes will be distributed to the full board before the next Board meeting. ○ In the event of an emergency, as identified by the EC (and ED), the EC will notify the Board that an emergency meeting will be held and will be provided the opportunity to join the meeting. Meeting minutes will be distributed to the full board before the next Board meeting. An emergency is an event that hinders the operation of the MWCA until the issue is resolved. <ul style="list-style-type: none"> ▪ The overall goal is transparency and best practices to protect the EC and the MWCA as a whole. <p><u>MOTION 9</u> Dale Butori moved that the issue of the EC roles and policies be referred to the EC to draft a policy to be presented at the next face-to-face meeting. Jesse Scott seconded. Motion carried unanimously.</p>
<p>New business 2017 Golf Fundraiser</p>	<p>We did not get invited to Emigrant. We are more than welcome to use the facilities for the board meeting. Do we want to have one?</p> <ul style="list-style-type: none"> • Golf is not a bad idea; we just need a location at a low cost. <p><u>ACTION</u> Send request to the Golf Fundraising Committee in conjunction with the Fundraising committee to see develop a 2017/2018 fundraising calendar.</p>
<p>Adjourn Day One.</p>	<p><u>MOTION 10</u> Dale moved to recess for the night and reconvene at 8 am, tomorrow April 5. Jesse Scot seconded. Motion carried unanimously.</p>
<p>Reconvene Day Two.</p>	<p><u>MOTION 11</u> Tracy moved to reconvene the April MWCA board meeting. Jesse Scott seconded. Motion carried unanimously.</p>

<p>New business 2017 Legislative Review</p>	<ul style="list-style-type: none"> • HB126 - Open issue proof of insurance to receive a license. • HB410 - Dead due to personality conflicts, not the bill. We learned things to help us do a better job in two years. • HB434 - Scheduled for hearing Thursday, April 6. • HB444 - Jefferson on the way to Governor. • HB575 - Bill is dead. Tabled in committee. • HB540 - Bill is dead. • HB646 - dead replaced by HB622. • HB622 - Hearing Friday, April 7. • HB232 - Senate bill. Address off-highway vehicle fees. Off Highway vehicle sticker - buy this decal. Would like to see \$.75 into maintenance budget have separate line item designating weed control. Also, have the flexibility to use all for a major project rather than split into smaller parts. Hearing, Friday, April 7, 3 PM. • HB-363 - Hearing today, April 5, 3 PM. <p>We learned some things this year. We had decided we didn't need a lobbyist. We learned we do need someone there. Clearer definition - public policy committee has some things to review. It's not over yet.</p>
<p>New business Range Days</p>	<p>Gary Olsen contacted us for the Range Days donation. Becky suggests \$300 for this year. <u>MOTION 12</u> Jesse Scott moved that the MWCA donates \$300 for Range Days. Karen Latalia seconded. Motion carried unanimously.</p>
<p>New business Strategic Plan and Yearly Objectives</p>	<p>Do we need to make any changes? We need objectives for 2017.</p> <ul style="list-style-type: none"> ▪ Discussion 2017 Goals and objectives: <ul style="list-style-type: none"> ○ Keep current 2, 3, 5. ○ Add framework for the direction of the MWCA. ○ We concentrate on growing membership to reach 1,000 - growing membership is not a bad thing, we need to take better care of the members we have. ○ We also need a 'Statement of retention.' ▪ 2017 Goals and Objectives: ▪ Revise and update the website. ▪ Foster retention and improve deliverables to the current membership while working to increase membership. ▪ Develop a staff succession plan for the Organization. ▪ Update the MWCA staff policies document. ▪ Develop a framework for MWCA direction. ▪ Review and develop a fundraising strategy for FY 2018. <ul style="list-style-type: none"> ○ Kaaren to post on the website.

**New business
MWCA
Direction:
Brainstorming
Session**

Brainstorming Session on Future Direction

- What is our target audience/demographics?
 - Audience for education/outreach
 - Audience for membership

- **Discussion Points:**
 - MWCA would function in a “Train the trainer” role. We will provide training to our members (weed professionals), and they can use the most effective method for dissemination within their geographic area (MSU Extension, County Weed Programs, and Conservation Districts)
 - Swag to give to weed districts and partners to promote the organization.
 - Explore other ways to reach landowners. (e.g., partnership with Extension more to promote workshops, etc.)
 - Thought was that MWCA would function as the “Educate the Educator (train the trainer) role. We would utilize the existing education networks in the State (MSU Extension, County Weed Programs, and Conservation Districts) to disseminate the information.
 - Define a purpose of the group: why the organization exists and what it does.
 - Need to do a better job of communicating to the group we have. Can we look into our deliverables?
 - We are comfortable with the Educate the Educator. Provides training for the on-the-ground. We educate our membership so they can take that to the next level.
 - Roles of the Education Work group -
 - Professional Development.
 - Social Media.
 - How can I be a better trainer, a better presenter...
 - Our people know the weeds - give us the tools to be a better. Don't need the association to do my day to day job. I need to be educated.
 - The resources we do provide how many use them themselves or to use to others. An important role is the resources.

 - Identified role and target audience is in the train the trainer role. We will provide training for the weed managers, conservation, etc. folks.

- **Take aways:**
 - The mission statement and logo are fine.
 - Education Workgroup roles - research and provide training on professional development, social media and also provide resources partner with the DNRC with their new resource. Some other things that may come up - trinkets to hand out swag items-have them on our onsite store. Pockets for the back of their phones. Pencils, koozies. Our extension puts on landowner training, and we provide stuff.
 - How do we educate the extension to partner/use MWCA? Open training to all - we called ‘Weed Manager’ this year vs. Coordinator. Give me a canned presentation.
 - Exclusive member benefits.
 - If we put a webinar on our site - could folks get credit for that? A lot of ranchers wait until the last minute. Here's an opportunity to pick-up a point or two.
 - Mosquito website - check it out.

4. Motions				
Motion		Seconded	Aye's and Nay's	Status
MOTION 1 BOD Minutes 1/9/17	Tracy Mosley moved to approve the minutes as corrected. Rachel Frost seconded. Motion carried unanimously.	Rachel Frost	All Aye's.	Motion carried unanimously.
MOTION 2 Financial Review	Jesse Scott moved to refer the budget for this fiscal year to the finance committee to be reviewed line by line for deficits, to take a close look at Kaaren's wages, and to provide solutions to be reported back to the board during the next scheduled meeting.	Stone Tahista	All Aye's.	Motion carried unanimously.
MOTION 3 Bylaws Changes	Tracy Mosley moved to accept the recommendations made by the Governance Committee to move forward with the bylaws changes as presented on the ballot.	Rachel Frost	Ten Aye's. One Nay.	Motion carries.
MOTION 4 MWCA Vacated Positions: Advisory Positions Non-voting	Tracy Mosley moved to accept the Governance Committee recommendation that the Education and IWM chairs are advisory positions and not voting positions effective as of the January elections to correspond to bylaw changes.	Rachel Frost	All Aye's.	Motion carried unanimously.
MOTION 5 MWCA Vacated Positions: Appointment	Rachel Frost moved to appoint Karen Latalia as the Agricultural Representative and Christy Schram as the Western Area Representative effective immediately.	Lisa Surber	All Aye's.	Motion carried unanimously.
MOTION 6 MWCA Vacated Positions: Work Group Advisory Positions	Jesse Scott moved that we keep Christy and Karen as the respective workgroup chairs/advisory board members until they choose to step down.	Rachel Frost	Zero Aye's. 11 Nays.	Motion did not carry.
MOTION 7 MWCA Vacated Positions: Work Group Advisory Positions	Rachel Frost moved to recommend to the IWM and Education workgroups that they select their advisory representative and report to the board by April 30.	Christian Lehnert	All Aye's.	Motion carried unanimously.

MOTION 8 MWCA Policy Review	Dale Butori moved to approve the policies with the corrections made this morning and the recommendation from the governance committee and coordinator workgroup.	Jesse Scott	All Aye's.	Motion carried unanimously.
MOTION 9 Executive Committee	Dale Butori moved that the issue of the EC roles and policies be referred to the EC to draft a policy to be presented at the next face-to-face meeting.	Jesse Scott	All Aye's.	Motion carried unanimously.
MOTION 10 Adjourn Day One	Dale moved to recess for the night and reconvene at 8 am, tomorrow April 5.	Jesse Scott	All Aye's.	Motion carried unanimously.
MOTION 11 Reconvene Day Two	Tracy moved to reconvene the April MWCA board meeting.	Jesse Scott	All Aye's.	Motion carried unanimously.
MOTION 12 Range Days Donation	Jesse Scott moved that the MWCA donates \$300 for Range Days.	Karen Latalia	All Aye's.	Motion carried unanimously.

4. Action Items

Action		Assigned	Due Date	Status
1	Update January Board minutes and forward to Amber for review and distribution. MOTION 1.	Kaaren Robbins	Submit with board minutes of 4/4-5.	Completed.
2	Finance committee reviews the financials and takes a hard look at every line item to understand where we stand. Report back at the next Board meeting. MOTION 2.	Clay Petersen Finance Committee	Next board meeting.	
3	Update the MWCA Bylaws per the recommendations of the Governance Committee. MOTION 3.	Kaaren Robbins	Submit with board minutes of 4/4-5.	
4	Notify Karen Latalia and Christy Schram the IWM Work Group and Education Work Group positions are non-voting Advisory Board positions. MOTION 4.	Amber Burch		
5	Notify Karen Latalia and Christy Schram of their appointment to the Agriculture Representative and Western Area Representative board positions. MOTION 5.	Amber Burch		
6	IWM and Education work groups select their advisory representative and report to the board by April 30. MOTION 7.	IWM & Education Work Groups	April 30.	

7	Update the MWCA Policies as recommended by the Governance Committee and include edits provided by Coordinator Support Committee and MaCO appointed positions. MOTION 8.	Kaaren Robbins	Submit with board minutes of 4/4-5.	
8	Executive Committee to define its roles and policies to be presented at the next face-to-face meeting.	Executive Committee		
9	Send the Range Days \$300 check. MOTION 9.	Becky Kington		
10	The 2017 ballot must include all of the current appointed positions: Western Area Representative (CS), Agriculture Representative (KL), Southeast Area Representative (DB) and Member at Large (NB).	Becky Kington Governance Committee		
11	The board requests that the Golf Fundraising Committee in conjunction with the Fundraising Committee develop a 2017/2018 fundraising calendar	Golf Fundraising Committee / Fundraising Committee	Next board meeting	
12	Outline new process for 2019 Legislative Session to include possibly having a Lobbyist or someone in attendance at all times.	Public Policy Committee		
13	Outline the duties of the Coordinator Support Committee chair position	Jesse Scott		
14	Post-MWCA 2017/2018 Goals and Objectives to the website	Kaaren Robbins	ASAP	
15	Finance Committee to create a definition for “reserve fund”	Clay Petersen Finance Committee		
16	Appoint a Parliamentarian	Board or Governance Committee		
17	Take Board’s Direction Brainstorm information back to the Direction Work Group	Jill Allen (Dave Burch)		
18	Communicate to the Education Work Group its role as discussed in the Direction Brainstorming session: <ul style="list-style-type: none"> ○ Research and provide training on professional development, social media and also provide resources partner with the DNRC with their new resource ○ Some other things that may come up - trinkets to hand out swag items-have them on our onsite store. Pockets for the back of their phones. Pencils, koozies. Our extension puts on landowner training, and we provide stuff. 	Amber Burch		