

## Final INPS Board Meeting Minutes, October 30, 2014

The meeting of the Board of Directors of the Idaho Native Plant Society was held October 30<sup>th</sup>, 2014 via conference call commencing at 7:07 p.m. MDT with the following underlined board members participating: President, LaMar Orton; Vice-President, Stephen Love; Treasurer, Elaine Walker; Secretary, Alan Crockett; Member-at-Large, Mel Nicholls; Past-President, Janet Benoit; Past Secretary, Nancy Miller; Calypso, Derek Antonelli; Loasa, Kelvin Jones; Pahove, Karie Pappani; Sawabi, Bob McCoy; Upper Snake, Rose Lehman; White Pine, Susan Rounds; and Wood River, Carol Blackburn.

**Item #1.** The first item of business was approval of the minutes of the June 19<sup>th</sup>, and September 19<sup>th</sup>, 2014 meetings as submitted by Secretary Alan Crockett. LaMar Orton requested a minor spelling correction of the June 19 minutes. With that correction, Derek Antonelli moved and Bob McCoy seconded a motion to approve the minutes as currently posted on the INPS web site. The motion was approved.

**Item #2.** Treasurer Elaine Walker then gave a brief overview of INPS finances: year-to-date (September 30, 2014) income, \$4,118.44 from membership dues; \$72 from Sage Notes ads; \$2,084.00 from the Rare Plant Conference; \$1,039.00 from donations—ERIG and \$10.37 interest for a total of \$7,323.81. Total expenses were \$5,672.93 with the largest items being the Rare Plant Conference (\$1,975.58), ERIG expenses (\$1,581.36) the printing of Sage Notes (\$979.25) and Sage Notes editing (\$400.00). Net income for the year was \$1650.88. Total assets were \$15,757.29; liabilities were \$4,920.95; and the balance was \$10,836.34. LaMar noted that \$189.39 from the annual meeting doesn't appear in the treasurer's report. Elaine will check her receipts and report to LaMar who will look into why the funds have not been received, if that is the case. Elaine noted that Upper Snake still has not cashed a small check from December 2013. Rose Lehman will check with the treasurer. There was discussion on whether to have Idaho State University continue with audits annually and Janet Benoit moved and Steve Love seconded a motion to have ISU conduct audits annually. The motion was approved. Finally, Derek moved and Nancy Miller seconded a motion to accept the treasurer's quarterly report for audit. The motion carried.

Elaine also gave the membership report. The membership total is 437 with 142 household members, 108 individual, 13 life members, 3 patron, 115 senior, 14 student and 42 sustaining members. The largest chapters are: White Pine with 137 members, Pahove with 138 members and Sawabi with 71 members. A motion was made, seconded and approved to accept the membership report.

The following items, **headings** and *italicized text*, are from LaMar's agenda and reports distributed to all Board Members prior to the meeting. The normal text that follows represents further discussion during the conference call.

**Item #3            Update on 2015 annual meeting.**

*The 2015 annual meeting will be held July10-13 based out of Driggs. This will be a combined meeting with the Wyoming Native Plant Society. Planning for the event is well on its way. Bob McCoy may have additional information at the meeting.*

Bob noted that information on the meeting needs to be placed on the INPS web site.

**Item #4            2016 annual meeting**

*The White Pine Chapter is the lead chapter for the 2016 meeting.*

A meeting has been held to get the process of preparing for the meeting underway.

**Item #5            Update on a membership data base program.**

*Membership responsibility is currently under the Treasurer's position. The Board has*

*decided to move that responsibility to the Membership Committee to follow the recommendation of our last audit that membership and treasurer duties be split. Paul Shaffer, Bob McCoy and Elaine Walker have been working on a membership data base that should help the Membership Committee handle memberships. There have been several approaches discussed for the data base to include (1) Paul writing a program for us, (2) acquiring a free package for nonprofits organizations, and (3) buying a commercial package with monthly costs. Elaine will update us on the status and her recommendation at this point. Bob may also have comments. It is important that we get a membership committee appointed as soon as possible. Please bring to the meeting your recommendations for the committee.*

There was a long, varied discussion, including: the splitting of the treasurer and membership jobs, the need to change bylaws, the need for a simple database, the need for an Excel expert to use Elaine's current database or a means to lock certain fields that contain formulas, the moving to CMS software and a new hosting platform, etc. Nothing specific was decided except to reconstitute the Membership Committee and let them work on the problem. The problem is finding members skilled with membership databases or with related talents. LaMar will create a plea for help that will be sent out to the membership. Chapter presidents will also, hopefully, identify individuals that might be able to help. LaMar will then call prospective volunteers for the committee. In the meantime, Nancy will work with Elaine, and Jody Hull will be asked to help in some capacity that they will work out.

## **Item #6**

### **Discussion on Sage Notes**

#### **a. Sept issue – editor**

*The September issue of Sage Notes has not been sent out yet nor has it been submitted to the Sage Notes Committee for review. Emails and telephone calls have generated no response. I feel that at this point it is best that we look for a new editor. Elaine has done some research that she will share with us. Mike Mancuso contacted me and expressed interest in taking on the editor's position if Cindy can no longer serve as editor. He feels that timeliness of Sage Notes is important for our membership. The Board will need to decide on the direction we take at this time. We may want to consider doing a joint Sept/Dec issue of Sage Notes rather than trying to do two separate issues. That, however, could impact a 35<sup>th</sup> Anniversary Edition.*

The quality of Sage Notes has been good but the timeliness of delivery has been poor to non-existent. Cindy has been totally unresponsive to any attempt to contact her. Again there was a long discussion and it was resolved that Mike Mancuso will be asked to take over with a great deal of discretion including simplifying the publication to a newsletter called Sage Briefs that would be distributed electronically, possibly with and without color pictures. It is expected that people are more interested in the content than the graphic layout suitable for a nice magazine. Since it is not known what materials have been submitted to Cindy for publication, members of the Sage Notes committee should forward material they have received to Mike. Whether there will be both a September and December publication, a combined publication or a Sage Brief and Sage Notes was not determined. Also, what to do about the 35<sup>th</sup> Anniversary Edition remains to be determined. LaMar will contact Cindy via email indicating her services are no longer needed.

**b. 35<sup>th</sup> Anniversary Edition**

*Karie has provided us with some thoughts on the 35<sup>th</sup> Anniversary Edition. They are provided below.*

*“For the 35th Anniversary Edition of Sage Notes- 10/22/2014- Karie Pappani*

*The following are some suggestions for headers and materials that may be included as snippets, etc. from past Sage Notes as well as other items for the 35th anniversary edition. Please feel free to contribute ideas and materials for the edition as I am sure that there are many other wonderful things to add. I have a list of 1<sup>st</sup> officers, RPC, and field trips which could be formed under a header called First Impressions or something like that. I have gone through Sage Notes from 1977 to 2000 at this point.*

Karie Pappani assembled a multi-page list of items from previous issues of Sage Notes that might be incorporated into the Anniversary Edition. Those suggestions will be provided to Mike Mancuso, but are not repeated here. What to do about the 35th anniversary will be left to the discretion of Michael if he wants to proceed with it.

**Item #7**

**Presentation of Committee Reports**

**a. Bylaws Committee**

*No action needed by this committee.*

**b. Conservation Committee**

*Derek has provided the following report on the Conservation Committee’s activities: “Conservation Committee Inputs for INPS Board Meeting October 30, 2014 (as of 10/18/14)*

*Submitted by Derek Antonelli*

*The Conservation Committee has expanded. We now have five members: Derek Antonelli, Calypso Chapter; Beth Corbin Pahove Chapter; Bob McCoy, Sawabi Chapter; Rachel Newton, Pahove Chapter; and Karie Pappani, Pahove Chapter.*

*It would be good to get participation from unrepresented chapters. This would help us work issues in all regions of Idaho. We now have enough members to spread the workload so new member on the committee not should be overburdened.*

*The Boise Draft Interagency Foothills Management Plan is out for review. Justin Fulkerson and Karie provided comments on an earlier version of the document in September 2012. The current draft looks to be in good shape from a native plant perspective. Karie will prepare and staff comments for this version of the Foothills Management Plan. Comments are due October 20 so this action will be completed prior to the INPS board meeting. (LaMar’s note: INPS comments were submitted. Derek sent out a copy to the Board.)*

*The Draft Environmental Impact Statement (DEIS) for the Pocatello, Midnight, Michaud Range Allotment Management Plan Revisions is out for public review. Sawabi Chapter provided comments in January 2014 to the Caribou-Targhee National Forest during the preparation of the DEIS. Bob will prepare and staff comments to the DEIS. Comments are due mid-November.*

*The next Rare Plant Conference will be held in fall of 2015. Holly Beck will be leading the effort to organize the RPC. The regional Rare Plant Working Groups will be active this fall, winter, and spring preparing for the RPC. INPS members are encouraged to observe and participate in the RPWG process.”*

**c. ERIG Committee**

*A report of this committee has not been received yet. It will be forwarded to the Board upon receipt.*

The following report was sent to the Board after the agenda and reports were sent out.

***Projects in Progress: (from Janet Bala)***

*The IMNH native garden: Has purchased the tags and will install in the spring so will probably publish article in Sage Notes for May or Sept 2015. \$78.00 balance is not needed and should be -\$0- out.*

*Rockford Elementary School: Balance \$106.41. They have completed their project and sent their report. Balance should be -\$0- out.*

*Bruneau Elementary school purchased 100 native plants from Draggin Wing Farm, total \$398.00. Trees were purchased from TN Tree Nursery for \$125.91 and posts from Parma Post and Pile for \$192.00. The balance is \$284.09.*

*Pocatello Zoo: They have spent \$609.05 of their \$985.00 but I have not seen a progress report yet.*

*Rebecca Stubbs, Department of Biology, University of Florida “Into the cold: Montane Idaho as refugium for alpine-arctic, Micranthes (Saxifragaceae)”:* Awarded \$1,000, reimbursed \$1,000, balance -\$0-. *I have not received a report yet.*

*Stephen Love, University of Idaho, Aberdeen R&E Center, “Acquisition of High Elevation, Dwarf and Compact Forms of Idaho Penstemon Species for Horticultural Use”:* Awarded \$450.00, reimbursed \$450.00, and balance -\$0-.

*Jeffrey P. Rose, Department of Botany, University of Wisconsin-Madison, “Evolution and Biogeography of Polemonium (Polemoniaceae): the Polemonium pulcherrimum Species Complex in Idaho”:* Awarded: \$550.00, balance \$550.00.

“There was concern that to solicit projects, the ERIG Committee needs to know the level of funding for 2015. Derek moved to approve up to \$2,000 for ERIG projects for 2015 along with proviso that the Board would consider additional funding for exceptional projects. The motion was seconded and approved.”

**d. Membership Committee**

*This is addressed in Item #5 above.*

**e. Nominating Committee**

*A nominating committee is needed for the 2015 election. The president and secretary positions are up for election. Please come with recommendations for this committee.*

**f. Photo Contest Committee**

*The Pahove Chapter implemented the photo contest in 2013. The results were published in the March issues of Sage Notes. There is no committee for 2014. The Board needs to decide whether or not to continue this contest.*

Steve Love noted whether this contest continues is dependent upon finding a motivated volunteer to manage the effort. LaMar will send out a note to all members asking for a volunteer and if none is forth coming, there will be no contest.

**g. Rare Plant Conference Committee**

*The next conference will be in the fall of 2015.*

**h. Sage Notes Committee**

*This item was addressed in Item #6 above*

**i. Website Committee**

*Nothing to report.*

**Item #8 Additional items**

*Next Board meeting will be held in January 2015. Would January 22<sup>nd</sup> or 29<sup>th</sup> (Thursdays) work?*

The meeting adjourned at 9:12 p.m. MDT. The next INPS Board meeting via conference call will be held Thursday, January 22<sup>nd</sup> at 6:00 p.m. PST/7:00 p.m. MST.

Respectfully submitted:

Alan Crockett

Secretary INPS

October 31, 2014

revised November 30, 2014

rerevised February 5, 2015

Attachment 1  
**Idaho Native Plant Society**  
**State Treasury Income Statement**  
**3rd Quarter 2014**

		YTD	Budget	Actual to Budget
<b>Income:</b>				
Membership Dues	1,703.75	4,118.44		
Sage Notes Ads	-	72.00		
Annual Meeting	-	-		
Rare Plant Conference	-	2,084.00		
Book Sales	-	-		
Donations - ERIG	-	1,039.00		
Donations - General	-	-		
Interest Income	3.51	10.37		
<b>Total Income</b>	<u>1,707.26</u>	<u>7,323.81</u>	<u>-</u>	<u>(7,323.81)</u>
<b>Expenses:</b>				
Dues to Chapters	-	358.14		
Sage Notes Editing	400.00	400.00		
Sage Notes Printing	397.93	979.25		
Misc Supplies	-	-		
ERIG Expenditures	450.00	1,581.36		
Annual Meeting Expenses	209.00	209.00		
Rare Plant Conference	-	1,975.58		
PO Box Rental/Postage Due	-	88.00		
Website Hosting	-	-		
Bank/PayPal Fees	13.97	68.08		
Sales Tax	13.52	13.52		
<b>Total Expenses</b>	<u>1,484.42</u>	<u>5,672.93</u>	<u>-</u>	<u>5,672.93</u>
<b>Net Income</b>	<u><u>222.84</u></u>	<u><u>1,650.88</u></u>	<u><u>-</u></u>	<u><u>1,650.88</u></u>
<b>Balance Sheet</b>				
<b>Assets:</b>				
ICCU Checking	821.81			
ICCU Savings	14,826.73			
Dues due from Chapters	108.75			
<b>Total:</b>	<u>15,757.29</u>			
<b>Liabilities:</b>				
Sage Notes Editing/Printing	-			
Dues due to Chapters	164.38			
Unclaimed ERIG funds (2007-2012)	3,003.64			
ERIG Funds not awarded	1,752.93			
<b>Total:</b>	<u>4,920.95</u>			
<b>Net Balance:</b>	<u><u>10,836.34</u></u>			
<b>Funds:</b>				
ERIG Funds	4,756.57			
Annual Meeting Funds	891.36			
General Fund	10,109.36			
<b>Total:</b>	<u><u>15,757.29</u></u>			

**INPS Member Report  
As of 10/26/14**

**Members by Chapter/Category**

Chapter	Household*	Individual	Life**	Patron	Senior**	Student	Sustaining**	Totals	% by Chapter	\$\$ by Chapter***
Calypso	2	4	0	0	11	2	4	23	5%	\$360.00
Loasa	10	6	0	0	6	0	1	23	5%	\$307.00
Pahove	40	46	10	1	30	3	8	138	32%	\$1,932.00
Sawabi	20	6	2	0	36	2	5	71	16%	\$877.00
Upper Snake	12	11	0	0	8	1	0	32	7%	\$409.00
White Pine	58	29	0	1	21	6	22	137	31%	\$2,271.00
Wood River	0	2	0	1	0	0	0	3	1%	\$134.00
At Large	0	4	1	0	3	0	2	10	2%	\$168.00
<b>Total</b>	142	108	13	3	115	14	42	<b>437</b>	100%	\$6,458.00
<b>% by Category</b>	32%	25%	3%	1%	26%	3%	10%	100%		
<b>\$\$ by Category*</b>	\$1,562.00	\$1,836.00	\$0.00	\$300.00	\$1,150.00	\$140.00	\$1,470.00	\$6,458.00	100%	2014 State
								\$1,614.50	25%	YTD Actual:
								\$4,843.50	75%	\$4,118.44

**Members by Expiration Date**

Expiration Date	#	%
12/2014	387	89%
12/2015	32	7%
Beyond 2015	5	1%
Life	13	3%
<b>Total</b>	<b>437</b>	<b>100%</b>

**\*Note on Household:** This number represents the total number of household members, not the total household memberships. Divide the number in half to get the total memberships.

**\*\*Note on Senior and Sustaining:** These numbers represent the total number of seniors and sustaining members. Some of these members represent a household and some represent individuals.

**\*\*\*Note on Dues Income:** Because dues for any given year are received in two separate years, and Sustaining and Patron level memberships may be remitted at more than \$35 and \$100 respectively, it is time prohibitive to determine exact income figures for any given year. This is a best estimate.