

September 13, 2009. Teleconference. Minutes of INPS State Board.

Welcome by Wendy Velman.

Current Board Members

Calypso, Bob Lee not attending

Kinnikinnick, Carol Jenkins – Molly or Jim? Not attending

Loasa, Kelvin Jones yes

Pahove, Susan Ziebarth - Karen Colson substituting

Sah-wah-Be, Linda Johnson yes

White Pine, Janet Campbell and Nancy Miller yes

Wood River, Carol Blackburn – not attending

President, Wendy Velman yes

Vice-president, Janet Bala yes

Secretary, Nancy Miller yes

Treasurer, Jody Hull yes

Past-president, Janet Benoit yes

Member at Large, Open

Sage Notes Editor, Dylan Levy-Boyd – not attending

Quorum of board present.

Review and adopt the meeting agenda Additions – Emailed agenda adopted.

Minutes of 6-28-2009 meeting sent by email. All reviewed except substitute Karen Colson. Janet Benoit moved, Linda Johnson seconded. Approved as emailed.

Treasurer's Report given by Jody Hull. Kelvin Jones asked about checks to ERIG (), Dylan Levy-Boyd, and to Sah-Wah-Be for Annual Meeting. Jody explained ERIG grant payments not requested yet due to complications.

Dylan was paid for winter and cashed check 12/31. Haven't paid yet as Jody pays for summer when edition is out. Janet Benoit asked if Sage Notes was sent to the printer? Yes. She said in past we paid Dylan when he finished his part. Wendy Velman hasn't sent a request because Dylan is still working with the printer because of printer delays. He sent to printer 8/25. Wendy will request payment to Dylan when it goes to the printer in future as Janet Benoit did before. Janet Benoit gave history of Eric Wilson editing in the past before it was sent to the printer, but that is no longer a step in the process. Production and postage now changed to printing cost on the treasurer's report.

Janet Bala said the annual meeting expenses had not been submitted but will use most of the allocation.

Renewal reminder current status report - Members who haven't renewed by April are considered delinquent. No renewal letter has been sent yet. Nancy Miller said it should be the chapter's responsibility to first remind members who haven't renewed. White Pine does via email. Kelvin Jones of Loasa calls members who haven't paid to see whether there is a reason for non-renewal. Jody said that she encouraged any process that reduces need for renewal letter. There was no full format form in Sage Notes this year which was a problem. Important that chapter renewals need to be reported to Jody so member doesn't get reminder letter from the state. Bala suggested putting the form in December Sage Notes for next year. Jody will send each chapter a status list first.

Nancy Miller moved, Kelvin seconded that large format form be included in December Sage Notes, small format in February with treasurer coordinating with chapters. Passed.

How Kinnikinnick chapter dissolution affects INPS. Kinnikinnick will mean the loss of up to 100 members. Jody asked how we will contact them to see if they want to stay in Society. Wendy, with review by the board, will send a letter to Kinnikinnick members saying that we would like their continued participation either as individual members or by forming a new chapter (state would help if they wanted to form one). Wendy will go to Kinnikinnick chapter's November 20 annual meeting. Benoit said letter from Wendy should go out prior to Nov 20 meeting. Janet Benoit says Kinnikinnick chapter has 142 members but Jody only shows 84 renewed and 14 non-renewed. Janet Benoit reported they were recruiting at the fair as a separate society. Wendy wants tone of encouragement and active reach-out. Calypso chapter has had some Sandpoint area members in the past and vice-versa, depending on individual's needs and wants. INPS needs to work on newer chapters as well (McCall, Lewiston, etc). Kinnikinnick chapter won't be involved in Annual Meeting so more work for the two remaining northern chapters and also makes it harder to schedule Annual Meeting in the northernmost counties. Kelvin added that they contributed members to some committees. Janet Benoit mentioned specific members. Wendy will incorporate in letter.

Committee Reports. Wendy will work on getting new members. Committee members are needed on Nominating Committee, Membership Committee and By-Laws Committee (needs to be formed again).

IRPC Alternate Year Planning Committee, Karl Holte/Wendy Velman/Linda Johnson. Next one to be held in Pocatello. Karl won't be part of planning committee due to medical complications. Wendy, Linda and Janet Bala will coordinate the planning. Last RPC Karl wanted to do yearly conference emphasizing Eastern Idaho on alternate years. Karen said CDC works on soft money and they are a huge force organizing all the data and 70% of the involvement. Karen said Sah-Wah-Be should really talk to CDC Lynn Kinter. They need staff and funding in order to do the work they do for Boise RPC. Also she was concerned about participation since a large percentage of participants come from Boise area. Wendy said she has talked with Lynn. They want to hold in Eastern Idaho to focus on E Idaho, Utah, Wyoming and Montana. There is a lot of research going on at universities in this region. This conference may not focus on changes to the Rare plant species list and Fish & Wildlife collaboration. Wendy and Karl are sending a letter now to Fish & Wildlife. Karen has been concerned in the past with getting information out to chapters. Another suggestion was to hold the alternate year conferences in SE Idaho and Northern Idaho. They will probably emphasize workshops on rare plants, new findings, networking, etc. It is still important to get more information from any of the conferences out to rest of the members who don't go. Summer edition used to report RPC but hasn't in recent years. Powerpoint presentations, research papers should be accessible on web.

Linda Johnson reported that on Aug 6 Karl outlined to chapter board what might be done. Board approved investigating it. One time period mentioned was March 22-27, 2010 which is spring break at ISU. Sah-Wah-Be will send members information and talk about it at Oct meeting. Industry and Agency people from the intermountain region will be encouraged to participate. By mid-Oct Sah-Wah-Be should know if they can proceed. Nancy expressed concern about Wyoming. They thought there would be participation from Jackson, Afton, Kemmerer. Question about Laramie, Cheyenne. Also said the State botanist was interested and that Rose Lehman was interacting with Wyoming Native Plant Society. Jackson and Logan Utah have active chapters. ISU Biology and the intermountain herbaria, and BYU-Idaho departments were mentioned as possible participants. Karen asked about recommendations for changes to Rare Plant species list (the main goal of Boise RPC). Wendy said that would probably depend on CDC participation level. Otherwise emphasis would be on conference sessions and workshops. Janet Bala said it may be a good reason to keep species change list to the Boise alternate years. But it is important if something new comes up or

something bad happens that those issues can be elevated in alternate years. Janet Bala needs to have details worked out before Oct 5 meeting. Janet Bala, Linda Johnson, Wendy Velman, and Rose Lehman will discuss and prepare materials.

Annual Meeting Committee: Janet Bala/Nancy Miller/added Janet Campbell.

Update for Annual meeting place for 2010. Janet Benoit will talk to Bob Lee about who will coordinate from Calypso chapter. We can make reservations as of this weekend at Heyburn State Park. There is no group site big enough for all so we will be in a regular campground. We have two tentative field trips lined up. Nancy has requested checklists from previous year meeting.

Calendar Committee: Marilyn George, Nancy Miller co-chairs. Nancy reported on the photo contest aspect of the calendar and the current status of the design phase. Charge may be less than original estimate as Nancy is working with another printer that she had gotten an estimate from before. She emphasized that this was not necessarily a money-making operation, but more for education and promoting INPS. We probably will charge \$10 but possibly \$11 for each calendar when we know exact cost plus sales tax (as well as postage). Nancy will send Kelvin and others front / back cover for preview use. Nancy needs to ask printer about cost if printing another batch and what they charge to ship, for example to chapters. Jody can help send out requests which come from web form. Jody has to coordinate sales tax (what we pay printer, what we receive from purchases). Possible venues for publicizing included email to members, state and chapter websites, craft fairs, federal agency visitor centers, etc. If chapters sell calendars, they will receive part of the profit. Nancy will put together her thoughts on issues/concerns relative to producing calendar in future and will ask other committee members to do so as well.

Conservation Committee: Karl stepping down. Wendy will look for new members.

Sage Notes Committee: Dylan Levy-Boyd received approval of the proof and sent to the printer on August 25. Dylan has a follow-up message into the printer about printing delay. He just sent the e-document to Paul to be posted to the web. It should be posted on navigation bar as well as in center. Wendy put in a hidden hand drawn stamen – first reader to find it receives free book – an incentive to get more readers. We should get answer Monday why delayed and when it will be mailed. Electronic version is in center announcement part of web page. We had discussed in past about not posting to make sure people pay their dues. Nancy Miller said she prefers web version immediately for own access and for recruitment of new members. Wendy wants option to say paper/electronic to reduce printing costs. Ask chapters to print? Discussed Dylan doing printing. Nancy Miller suggested further discussion among Google inps-state group. Linda Johnson moved we hold group discussion. Nancy Miller seconded. Wendy will initiate discussion.

Old Business

Chapter contributions to Sage Notes: Chapter presidents and publicity chairs - Janet Bala says it helps if chapters have publicity chairs who can pass on the information.

Nominating Committee: may need VP and Treasurer next annual meeting. Usually proposed board members' names announced in December; Kinnikinnick member on committee so needs to be replaced. Even if existing board members have agreed to stand for reelection we need committee. Janet Benoit usually sent email to the board and gave 5 days notice to comment on committee members.

Membership Committee: If a dues increase is contemplated, it needs to be done in October and announced so that members can start paying in November for the coming year. Nancy Miller said dues increases in successive years was not good policy. Janet Benoit mentioned by-law restriction. Nancy Miller mentioned that there was still concern with percentage kept by State especially for higher membership rates. Benoit moved we table discussion. Kelvin seconded tabling until

December meeting with a Google group discussion. We need to keep threads intact and start a new thread for a new discussion.

Sage Notes Advertising rates: Kelvin suggests we wait and discuss advertising. Nancy Miller said chapters need to be involved in recruiting ads from local companies and organizations.

New Business

Bylaws amendment: Committee needs to be formed – Janet Benoit & Wendy Velman have discussed. By-laws give us no direction regarding the dissolution of a chapter. (Kinnikinnick chapter of INPS received own 501c3 under that name. Since they are leaving the society they need to change name; they are now calling the organization Kinnikinnick Native Plant Society.) Any new chapter in Sandpoint area (or elsewhere) will have to have a new name. Kelvin said Lamar Orton chaired committee before and suggested he might be included. Other possible by-law topics: percentage of dues apportioned to state/chapter. Number of votes when Patron or Sustaining membership represents a household. Janet Benoit says by-law committee needs to be formed, have discussions, make proposal that can be approved by board and announced (and then voted upon by membership).

Letter for Volunteer Donations: Wendy Velman is not pursuing stipend for president. She talked about expenses which might be itemized on taxes and reported on our Treasurer's reports as donated income. Some examples are: Printing costs, postage, mileage to out of town meetings, per diems, hotel expenses when going to board meeting, software, class or books needed to do work of INPS. We need to recognize these as income to the Society and put on the annual report as donation of time/effort. Individual who itemizes deductions is responsible for accuracy and complying with the tax laws. Kelvin doesn't do but does keep track of hours, etc for uses when making grant requests, etc.

Brochures: How many do we still have? How many do we need to print? Jody has 500. INPS printed 2500 total in 2006. We will send labels with new membership dues levels to chapters to place over dues if they need them. Jody will print labels for her 500. Nancy will send to others. Carol Jenkins sent information about the new native plant garden organization in Sandpoint but this will be used elsewhere, not on the brochures. We will white out the Kinnikinnick chapter reference at this point. If there is a new Sandpoint or other chapter then we would need to reprint at that point. Nancy should send labels to Kelvin. Linda will do ones for Sah-Wah-Be. Janet Benoit has 50-75 but thinks they have labels already. Carol Blackburn needs to be asked what she needs. (Nancy Miller addition: We should ask Kinnikinnick for any brochures they have not used if we haven't already.)

On-line statewide calendar on INPS homepage: Nancy Miller and Paul Shaffer have put a draft state-wide calendar on the web site. Thanks especially to Paul for initiating this after reading of Carol Blackburn's request in previous meeting minutes. At this point Nancy Miller must enter information but hopefully presidents and/or publicity chairs can put their own chapter information in soon.

December Board Meeting time: Wendy Velman prefers to have board meeting on another day, not Sunday. Weeknight may be okay at 6 p.m. Pacific and 7 Mountain time. Next meeting is tentatively Wednesday December 16th. Wendy will email other board members.

Motion for adjournment: Nancy Miller moved, Linda Johnson seconded. Motion passed. Wendy requested quick turn around on minutes approval.