



Attendance

Members Present: Tom Rudolph –Lumberjack RC&D, Cathy Higley – Vilas County L&W, Tracy Beckman – Lumberjack RC&D, Michele Sadauskas – Oneida County L&W, Justin Bourneville - USFS, Jamie Remme – WI DNR, Rod Sharka – Partners in Forestry, Justin Meier – Vilas Co Forestry. Staff: Rosie Page-Coordinator

1. The meeting was called to order at 9:02 by Justin Meier
2. Introductions were made by those present.
3. There was one addition to the agenda – add Strategic Plan/Website Update to Old Business. Motion by Cathy Higley/Michele Sadauskas to approve the amended agenda. Motion Carried.
4. Motion by Tracy Beckman/Cathy Higley to approve the minutes from the 3/16/2016 Annual Meeting. Rosie will check the Bylaws to clarify who can vote at which meetings since S. Anderson voted at the Annual Meeting to approve the minutes from February even though he wasn't at the February meeting. Motion Carried.
5. Chairperson Announcements – There were no chairperson announcements.
6. Annual Meeting Wrap-Up – It was noted there was a good turnout of about 50 people. The event was covered prior to and the day of by WXPR & Channel 12. Two requests for outreach regarding worms & the project W.O.W. app were received as a result of the meeting. We've been invited to share articles with IPAW. Some other representatives contacted Rosie with their regrets but they will keep in touch. Stephan Anderson from Conserve offered a \$500 donation for equipment. Likes: Location because it drew people from the Minocqua/Woodruff area. Multiple speakers keeps people interested and gives us a lot of information. People liked the meal option. Tracy will submit a breakdown of expenses to the Steering Committee but it was significantly less than last year because of Steering Committee members bringing food. *Partner Feedback* was one of the Steering Committee's favorite sessions because it created dialogue. Cathy will distribute the summary of the Partner feedback to the Steering Committee. Having the kids at the event is also a great draw. Suggestions: Let speakers know they have 20 minutes but build in 30 minutes for extra question time and to stay on track. It was noted the IPAW speaker was too general so we will continue to try to give direction and suggest topics to future speakers. The suggestion is to really push the speakers to cite at least one example in which they have changed due to invasive species. People really liked the presentation by Michele Sadauskas because it showed something was done and there was a benefit. We also need to make sure to have evaluation forms available in the future.
7. Secretary/Fiscal Agent Report.
 - A. Secretary Report
 1. By-Laws Amendment – After discussion it was asked that there be an attendance log at future meetings – possibly as part of the minutes or the agenda. Motion by Tom/Rod to approve the changes as presented in red. Motion Carried. Jamie questioned the wording “and in attendance at a previously noticed meeting”. After discussion Tom moved to rescind his previous motion and at the same time he moved to approve striking those words. Jamie seconded. Motion Carried. Rosie was directed to add the amendments to the current Bylaws and re-distribute the updated version.
 2. Worm Watch Discussion – Tracy explained that the DNR was invoiced for \$2,116.77. It was learned from correspondence with Bernie Williams that this was supposed to be invoiced by 6/30/2014 and that the DNR will not pay the invoice. Cathy Higley moved, with the assumption that the costs from Worm Watch are eligible under the Lumberjack Grant, that the expenses from Worm Watch be moved to the 2016 Lumberjack Grant in order to pay Lumberjack back for their expenses. Tracy Beckman & Tom Rudolph from Lumberjack affirmed they can be moved. Motion Carried. It was noted that many tools and improvements to reporting have been put in place because of this situation. Tracy Beckman will still ask Bernie Williams to see a signed contract as that has not yet been shown. She will also ask how the mustard was paid for.

B. Financial Update – Tracy Beckman presented the financial report and explained the new information such as deadlines and footnotes to the committee. Jamie Remme/Michele Sadauskas moved to accept the financial report. Motion Carried.

8. Old Business

A. Address Reporting Methods – Rosie explained all of the different reports she does. The Committee is asking for reporting in the following areas: 1) Grant Deadlines/reporting/invoicing dates 2) Timecards 3) Volunteer hours 4) Coordinators Report 5) Monthly Newsletter 6) Reach Values from Social Media/Website/Newsletter/Fairs/Presentations/Work Days, etc. Tracy Beckman and Rosie will work together to come up with the method to report these things.

7) The new MI DNR requirement for Volunteer/Professional Match time cards was brought up. Tracy Beckman will forward Rosie a copy of the time card WRISC is using.

B. Targets and Tasks – Michelle talked about the Lumberjack Grant and what the committee wants to require be done with the remaining funds. It was agreed that this will be taken care of within the work plan that is being worked on next week with the Strategic Planning Action Team.

C. MOU Update – The MOU has been sent to Partners along with a signature page and instructions to return within two months. Rosie will give updates at future Steering Committee Meetings.

D. Vice Chair Nomination/Election – Tom moved that Michele Sadauskas be Vice-Chair until the next meeting/Cathy Higley seconded. Motion Carried.

9. New Business/Other Discussion

A. The Vilas County Highway Dept. has a renewed interest in roadside invasives – Cathy Higley reported that she and Rosie met with the new manager of the Vilas County Highway Dept. He didn't feel that training his employees to report invasives is a good use of their time. But, he would like to talk about implementing the management plan that includes outlines of high priority plants and suggestions of what to do such as treating invasives that were found during a survey in 2013. The plan has made it through committees but not to County Board. If approved at County Board, implementing the plan may require an LTE and he suggested they come up with a plan and bring it to him. The Steering Committee gave ideas and offered help and suggestions to Cathy Higley.

B. Invasive Species Priority – At the request of Michele, this item will be tabled until the next meeting to allow for time for the committee to once again become familiar with the current priority lists and surveys that were done previously by Ted Ritter & WHIP. Much discussion about this topic and it was finally decided to gather the information that already exists and come up with a plan based on that and the DNR prohibited species list. Rosie will email the information to the Steering Committee so they can give input. This will be an agenda topic at the Action Team Meeting and at the May Steering Committee.

C. IPAW & MIPN Memberships – Tabled until the next meeting.

10. Set May Meeting Date – May 20th at 9am at Trees for Tomorrow.

11. Adjourn – Motion by Tracy Beckman/Tom Rudolph 11:26. Motion Carried.

Submitted by Tracy Beckman on 4/15/2016