



GRANT COMMITTEE MEETING 11/13/2019 – 10:00am

MINUTES

Present: Tracy Beckman, Bob Hermes, Wayne Plant, Yvonne VanPembrook, Claudia Baker

Excused: Dave Solin, Ted Ritter, Margie Yadro, Arlyn Tober, Ken Dolata

The meeting was called to order at 10:05am by Hermes. The group addressed three pages of comments received by members and county conservationists regarding the current process. It was noted that many comments questioned the reasoning behind the closed-session vote. The committee agreed that the closed-session vote is important to voting members being able to discuss freely amongst themselves, their questions and concerns. It was also noted that while there are currently 15 eligible to vote, alternates & proxies can attend closed-session since they are eligible to vote in the absence of the member. After considering all comments, the Grant Committee submitted the policy updates listed below and recommends the Council approve them.

1. Itemize bullet points to improve reference
2. Add item 2b regarding direction
3. Edit item 2c as noted below
4. Edit item 2f as noted below
5. Item 5 changes as noted below

2. Grant Timeline/Meeting Format/Vote Policy:

Closed Session Vote:

- a. After all projects have been presented and without further discussion, the Council will enter a motion to go in to closed session to comment and vote.
- b. **Directions and instructions will be given regarding available funds.**
- c. **After a comment period**, council members eligible to vote will receive a ballot with instructions to place a checkmark (✓) next to all projects they wish funded.
- d. To be funded, a project must receive a majority vote from Lumberjack Council Members eligible to vote and present at a noticed meeting. For example: If all 17 voting members are present, a project must receive at least nine (9) votes to be funded. If 14 members are present, a project must receive at least eight (8) votes to be funded.
- e. Ties: In the event of a tie with insufficient funds, the voting members present will decide how to resolve. The meeting will not be adjourned until ties are eliminated and the voting/funding process is complete.
- f. Results: Once the vote is complete, ballots will be collected and tallied by **two** members of the Executive Committee. **The results will be verified by two other voting members present.** The project receiving the most votes will be funded fully and so on until the funds are used. **The results will be communicated when the Council returns to open session followed by an official notice to grantees.**
- g. Excess Funds:

CHANGE bullets to letters to improve reference.

5. Maximum & Match: The Grant Committee or the Executive Committee will set the per project maximum funding cap once the budget is determined – see **3. Annual Project Budget** above. The current cap per project is \$10,000. A 50% match is required, 15% of which must be cash ~~(projects with higher cash match may receive a more favorable view.) The cash match commitment must be spent prior to receiving any reimbursement from Lumberjack.~~ Example: A grant of \$10,000 is required to have 50% (\$5,000) in matching funds/in-kind services, \$750 of which must be cash **and must be paid before requesting reimbursement.** For Match purposes, Lumberjack defines 'cash' and 'in-kind' the same as the WI DNR:

The Committee discussed how many of the comments relate to the policy and while the suggestions are worth consideration, many were already addressed when the policy was written. The policy itself has worked quite well for the first three years, only needing small tweaks and that is a testament to the hard work done by the committee writing the original policy. For this reason, the Grant Committee agreed the remainder of the policy should stay as is until an issue presents itself.

The Grant Committee was directed by the Lumberjack Council at their 10/31/19 meeting, to make a recommendation regarding TIP & WHIP and their annual grant applications to Lumberjack. After considering all the suggestions, the Committee makes the following recommendation:

1. Remove TIP & WHIP Coordinator Support project proposals from the normal grant process.
2. Add the budget line item 'Conservation Practice Support' to Lumberjack's annual budget. Amounts under this line item would fund various conservation practices, including but not limited to invasive species work. This line item will be reviewed annually at budget approval time. The current budget supports the amounts being recommended below.
3. On the 2021 budget, put \$10,000 in the Conservation Practice Support line item with the intent of awarding TIP \$5,000 and WHIP \$5,000 for coordinator support (with conditions.)
4. Starting in 2022, budget \$5,000 **annually** with the intent of awarding TIP \$2,500 and WHIP \$2,500 for coordinator support (with conditions.)

Conditions:

- a. Show their efforts to obtain coordinator funds from their partners, counties and other sources.
- b. Use a portion of their funds (to be determined by their Steering Committees) to write for new grants.
- c. Coordinators make themselves more visible by attending County Board Meetings, County LCC Meetings, Township meetings, etc.
- d. Coordinators attend the annual Statewide CISMA meeting and the bi-annual UMISC conference, taking advantage of free/reduced registration if offered.
- e. Contingent upon approval by Steering Committees.
- f. Terms and verification of conditions will be prepared by Lumberjack Staff.

Hermes will present the recommendations to the full Council at their 1/30/2020 meeting.

The meeting adjourned at noon.

Minutes submitted by Tracy Beckman, 11/14/2019