**Executive Council Annual Meeting**

**Online through Zoom**

**August 13, 2020**

**9:30 a.m. – 3:00 p.m.**

**Minutes**

**Welcome & Introductions** – Dean Alberty welcomed everyone to the meeting, and the following were in attendance: Kristi Werdenhause, Jacob McMains, Russell Hinnah, Martha Clark, Austin Lampe, Cindy Garner, Brett O’Brien, Jill Johnson, Jon Skinner, Gene Brunk, Joe Alley, Helene Miller, Woody Wells, Chuck Conner, David Vance, Jennifer Behnken, Meredith Perkins, Kyle Monroe, Charles Willis, and Sarah Crowder.

**Minutes Read and Approved** – Dean asked if anyone had changes to the minutes from June 2020 meeting. Martha Clark made a motion to accept the minutes as presented. Austin Lampe seconded the motion. The minutes were approved.

**Treasurer Report** – Jacob submitted the following Treasurer Report:

* 01 Regular share (savings)- $11,132.91
* 02 Northwest- $0.01
* 03 Northeast- $0.01
* 04 Central- $3,283.81
* 05 St. Louis (Christmas club)- $1,538.45
* 07 Southwest- $279.44
* 77 East Central- $2,180.65
* 76 Square CC- $0.02
* 75 Regular checking- $50,969.59
* 78 Money market- $25,070.33
* PayPal- $164.69

**Current total in all accounts = $94,620.68** – per online banking on 8/12/2020

**Processed Transactions:**

* -999 Filing: $49.99
* -Constant Contact payment x2: $85.50
* -Mulch Posters approved for STL Chapter: $496.50
* -MDC deposit: $7,275.43
* -Reimbursement to Sarah Crocker for 2 months of Zoom account: $30.00

**Upcoming Transactions:**

* -Conference and/or workshop expenses.

**Old Business**

* Update: City Scape – Brett O’Brien
  + Brett said that he could use some input for Cityscape. He would welcome stories or other information about events from other regions.
* Update: 2020 Conference – Southwest Region
  + Jon Skinner said that they have not met since the last meeting. March 15-17 are the new conference dates. They are progressing ahead to see how things change.

**New Business**

* There was some discussion about a need for a code of ethics in relation to vendors when they speak at events. A point was brought up that it is important to be careful with vendor information but also want to be able to keep communication open. A suggestion was made on updating the signup sheet to protect personal information from being shared.

**Committee Reports**

* **Communications Committee** – Ann Koenig, Meridith Perkins, Brett O’Brien, Gene Brunk, Martha Clark
  + The committee had the opportunity to have a conference call where they could discuss a few topics. Brett will continue his work with Cityscape and the committee will help bring him content for this. There is talk of doing a paperless option for City Scape, not to replace but to do a combination. They have met their 1 million tree goals for Plant Mo trees. Discussed how to make the best impact with our audience on improper mulching.
* **Strategic Plan Current Action Items Review**: Martha Clark
* Objective 1.1 – Do we have a calendar of important events to take place & deadlines? If not, this needs to be developed so that everyone knows what the obligations are, e.g. contract with MDC, tax reporting, Strategic Plan development along with review of constant contact membership, at-large membership, nomination for officers, input for CityScape, selection of next conference location, etc.
* Objective 1.2 – Implement recommendations of Areas of Needs Task Force – do we have such a task force? Gene Brunk pretty much made those suggestions in the past, and seems to be a committee of 1, since he offered an emphasis of the mulch program that has already been started.
* Objective 1-6 – Brett O’Brien has agreed to continue editing the Cityscape and will reach out to regions for them to provide articles featuring individuals who demonstrate good forestry stewardship in their region and will feature information about organization officers as space is available. Such a section may or may not be titled “I Am Community Forestry” based upon content.
* Objective 2-1 – There does not seem to be a specific Technical Oversight Committee, but it is suggested that because all members are urban forestry and/or tree care professionals that they take a more active role in providing technical information that can be included as reports in Cityscape.
* Objective 2-2 – There no longer seems to be an actual Educational/Outreach Committee. Based upon that, it might be better to create a committee that oversees the mechanics of putting on the educational events (what to do to put on a State conference, when to do it, and how to make the whole thing happen). It was determined by the group that this committee was originally formed to decide who would receive scholarships to attend the annual conference, and that others were making that decision now – maybe by the local conference committee.
* **Poster Contest & Education/Outreach Committee**: Kristi Werdenhause, Jacob McMains, Casey Jo Kellner, Troy Powell
  + Earlier this week Casey forwarded the final drafts for this year’s curriculum. Trees work for Clean Water is the theme. This year they have assembled a PowerPoint that assembles the pdfs. We have until tomorrow to submit final comments. When is the info going out to teachers will go out the Tuesday after Labor Day. Deadline of submission is the first Friday in December.
* **Financial Oversite Committee** –Kristi Werdenhause, Martha Clark, Austin Lampe, Brett O’Brien, Jacob McMains
  + No Report.

**Liaison/At-Large Membership Reports**

* + **Utility Arborist Association and Missouri Cooperative Right-A-Way Management Association** - Scott Skopec
    - No Report.
* **Forest ReLeaf** – Meredith Perkins
  + - Launched fall tree giveaways. Applications are available now. Three gallon trees for community planting are free of charge. Limited species selection. We have over 50 different species that are available for that program. Keeping track of priority relief. In other news, we have lost Cory and that position is open. Will try to plan a low risk tree planting with the community.
* **Society of Municipal Arborists** 
  + - Brian Russell’s article-reprint article in city scape. They will not have their conference this year in person.
* **MDC Report-**Russell Hinnah
  + - Starting July 1 our reorg of the agency took effect and people are now working in different areas. This will not change our involvement with MCFC. Some foresters stayed in Private Lands and some went in Public lands. Russell Hinnah and Kristi Werdenhause are now in Private Lands Community Conservation with new supervisors. TRIM grants have been received for this year and agreements will sent out shortly.
* **Midwestern Chapter of ISA** 
  + - MWISA will be holding a TRAQ renewal course this fall in Nebraska. A TRAQ course or renewal is something that can be done with Covid-19 guidelines from ISA, so if there is assistance from here in Missouri one could be made available locally in the future. The 2021 MWISA conference plans are in limbo, a decision will be made soon to either cancel/postpone, go virtual/online, or go forward with modified in-person event. We should know something soon.
* **Mo. Forest Resources Advisory Council –** Gene Brunk
  + - They have not met. They will meet in September.
* **Mo. Dept. of Transportation** – Chuck Willis
  + - Chuck is a senior roadside specialist with MODOT. He been there for 29 years. They are interested in becoming more involved the organization.
* **Mo. Forest Products Association** - Mark McCarthy
  + - No Report
* **University/Extension -** Hank Stelzer
  + - No Report
* **Parks & Recreation Association** 
  + - No report
* **Federated Garden Clubs** – Gayle Fry
  + - No Report
* **NRCS State Forester** – Joe Alley
  + - No Report
* **Missouri Invasive Plant Task Force** – Ann Koenig
  + - No Report
* **FWAM** 
  + - They had their forestry summit this week. Gus Raeker led a session on Comprehensive Strategy.

**Region Reports & Volunteer Hours –** Region Representatives

* **Kansas City**
  + Sarah Crowder reported that the Heartland Tree Alliance is adapting to COVID-19 and developing policies to allow for small groups to volunteer with the organization this fall. Forest ReLeaf in partnership with Spire, will be shipping over small trees for the CommuniTree Program. HTA will assist where needed with the logistics. The TreeKeepers course has gone virtual and was offered in June with great success. A second course will be offered this fall, starting in September. More online learning opportunities are being developed to continue our children's education program.  Volunteer hours are low with only a couple workdays that have taken place this summer. Total of 45.
* **Northwest**
  + Martha Clark reported that they were busy working with neighborhood associations and city to find places for tree planting locations. Reported 42 hours.
* **Central**
  + Jacob McMains reported that central region is going through some transitions right now. They have not met yet.
* **Northeast** 
  + David Vance reported that they haven’t been meeting due to COVID.
* **East Central/St. Louis**
  + Meredith Perkins reported that they had a meeting a couple of weeks ago at Forest ReLeaf outside. Discussing how they are going to establish meetings moving forward. They shared some local success stories and partnerships along the way and had a nursery tour of our space during meeting. Overall the meeting was pretty well attended.
* **Southwest**
  + Woody Wells reported they had a meeting on June 16th and July 21st. There was a speaker at the July meeting and gave a plaque to Tree campus. Jordan Odem is taking over Ben Kellner’s position. Next meeting is Aug 18th. Cindy Garner retirement reception is also the 18th.

**Adjournment**