



MONTANA NATIVE PLANT SOCIETY

**MONTANA NATIVE PLANT SOCIETY
FALL BOARD OF DIRECTORS MEETING**
10 am to 1:30 pm, Saturday, November 4, 2017

Separate docs are in ().

Bob Person ran the phone at Westech, Helena, but the rest of participants phoned in due to a winter storm throughout western and central Montana.

Gretchen Rupp, Caroline Kurtz, Ryan Quire, Jeff Copeland, Libby Knotts, Jennifer Lyman, Karen Porter, Annie Garde, Clare Beelman, Betty Kuropat, Cathie Jean, and Rachel Potter, recording.

1. Welcome, Introductions, Review Agenda, Announcements - *Gretchen Rupp*

2. Vice President's Report - *Ryan Quire*

Incorporated into agenda items below.

3. Secretary's Report - *Rachel Potter*

Minutes from BOD 6/23/17 and Membership 6/24/17 were approved.

An updated BOD contact list is attached (MNPS Board Contacts 20171104) Rachel is a pro at reversing numbers. Please check your entry carefully.

4. Treasurer's Report - *Shannon Kimball*

Before the meeting, Shannon provided the BOD with annotated budget spread sheets and access to the budget ledger. It is greatly appreciated as a way for board members to understand where our money comes from and goes. While a considerable effort, a better informed board will expedite future budget discussions.

2017 Budget as of 10/28/2017 is attached (2017 Budget File). Hover over small red triangles in upper left of box for explanation. Additional points discussed listed by line item:

- #5- Cathie reports that the membership income increase from ~6,500 in 2015 to 10,985 in 2017 *cannot* be explained by multi-year memberships alone.
- #10- Board expenses. We are using Westech's conference call service. We have not gotten bills from them in the past. Today's call will likely be much more expensive. Bob will ask Westech how much we owe them. If they wish to donate this to the MNPS, it

should be budgeted and acknowledged as such. Board members should submit their expenses.

- #17- Annual checks to chapters in December not out yet. Approximately 33% of membership income.
- #25- Annual meeting. The Maka Flora profited \$3275.55, all of which is being given to the State. Thank you Maka Flora!

The attached 2018 Budget (2018 MNPS Budget) was approved. Additional points discussed listed by line item:

- #14- Our web host, Cedar Mountain, is changing platforms to WordPress. There may be a conversion fee.
- #15- Some donations come in with membership. Cathie will see if she can easily pull out and list separate from membership renewal income.
- #16- \$400 to print 500 brochures.
- #31- The BOD realizes this budget continues to spend down the MNPS balance.

Newsletter Editor Report - *Caroline Kurtz*

- Winter 2017 Kelsey was in color. Next deadline December 10 for the winter issue that will be out around the first of the year. Will include notice of membership renewals, calls for
 - small grant proposals (small grant committee),
 - award nominations (award committee),
 - and officer nominations (Gretchen).See previous winter Kelseyas for example.
- Caroline always needs more photos, ideas, blurbs, articles.
- Suggestion by Peter by email via Ryan: *I bet more than half our members don't engage in any MNPS activity except looking at the newsletter, so we want to keep them engaged. ... Since a whole lot of our members are mainly interested in gardening with natives... have the articles be on raising and gardening with different native species- one species in each issue. Perhaps we could print treatments from Sheila Morrison's book on growing native plants if she agrees.*
 - Chose particularly garden worthy species, and from different parts of state.
 - Clare will send one article/issue to the Kelsey. Please send suggestions to her.

Membership Report - *Cathie Jean and Sasha Victor-*

- BOD adopted the following revised policy for cancelling membership for non-renewal:

Policy for Cancelling Memberships for Non-Renewal

The fiscal year for the MNPS as defined in Article V, Section 5 of the MNPS By-Laws is from January 1-December 31 (note 1).

The annual expiration date for renewing membership in the MNPS shall be the end of February each year (note 2).

Members whose membership status is about to expire will be notified by the Membership Chairperson or other volunteer in January that their membership shall expire at the end of February.

Non-renewing members shall be sent a second notification in March and a final membership renewal reminder the following January.

The expired member will receive the spring issue of the Kelseyia and the field trip booklet, after which the member shall be dropped from the Kelseyia mailing list.

The expired member is not eligible to vote in MNPS elections unless the membership is reinstated before the end of the election deadline (note 3).

Membership will be reinstated anytime membership dues are received.

If the lapse in membership is greater than three years, the reinstated member shall be identified as a new member in the Kelseyia newsletter.

Lifetime members without a forwarding address for more than one year will have their membership status suspended. If deceased, their membership status will be cancelled.

Notes:

1. This year timeframe is needed for consistency with the By-Laws.

2. This date would keep the expiration date consistent with page 11 of the Kelseyia.

3. This date is usually between June and July, depending on the date of the annual meeting, and is the date the Secretary requests the membership roster from the Membership Chairperson.

(Policy adopted November 2009, revised November 2017)

- Rachel will add revision dates for new Cancelling Membership doc in “MNPS Policy and Procedures Manual” (a collection of assorted documents) and send to Bob to post on the web site.
 - 658 members as of November 4. There will be another count at the end of December.
 - Failure to renew in a timely fashion is a chronic problem. As described by Cathie: *A large percentage (31% in 2017) of our members let their membership expire before paying annual dues. This means we spend more time and money sending postal reminders and a whole bunch of our members miss out on the summer newsletter.* Peter suggested Chapters poll their members on why they don't renew on time and that Membership mail self-addressed stamped envelope instead of just a card. Other suggestions are a survey monkey to all members re: why not renew, post announcement to renew MNPS memberships on MTPR community events.
- Action items:

- Cathie and Bob will remove references to “wait for your membership renewal card in the mail.”
- Chapters will take an increased responsibility for membership renewal, including reminding members to renew when:
 - The Winter Kelsey goes out with membership expiration date on label. *Do members receiving digital newsletter have access to expiration date?*
 - Cathie notifies Chapters when yellow cards go out.
 - Cathie sends out an updated membership list, showing who has not renewed.
 - And...whenever they can.
- Bob has not found any way to enable multiyear membership payment with our PayPal package. He will investigate what we need to get it.
- Notice of multi-year option will be placed as prominently and frequently as possible on cards, web site, Kelsey and communication from chapters.
- Membership renewal dates and deadlines will be more prominent, as well as notice of consequences on nonrenewal. No current Kelsey, even online. No Field trip brochure... what else?
- Additional reminders will be emailed. If not to everyone, to those using PayPal and receiving digital newsletter.

Cathie thanked everyone for their good ideas and noted that we’ll know how we did by the Spring.

Webmaster/Webmaven Report - Bob Person and Clare Beelman

- Clare met with Anne and Bob Chaffee, Cedar Mountain. They are migrating all current websites to WordPress by the end of 2018. Hopefully, it will help us have a more aesthetic web site with less text *and* easier access to additional information (e.g. without having to download PDFs to open).
- Bob and Clare will ask Cedar Mountain for WordPress Examples and possibilities to share with Board and Marketing committee. They will also look in to what packages will be available.
- There will be additional expenses for switching to the new platform.
- We will have a “beefy discussion” of this winter meeting.
- Rachel thanked Bob for doing such a great job on the Pioneer Botanist book page.

2017 Annual Meeting- Libby Knotts

- The \$3,275 profit was helped by a successful silent auction and a cook who bought economically and worked for cheap!

- An excellent overall summary from Maka Flora is attached (2017MNPS_Annual_Meeting_Summary_Report) with worthwhile take-a-ways, as well as their final spreadsheet (2017MNPS_RegistrationIncomeExpense).

2018 Annual Meeting Update - Anne Garde (Clark Fork)

June 29-July 1 at the Cane Ridge West conference center just east of Lincoln. The theme will be "Wildfire to Wildflowers."

- Clark Fork was planning to have the registration form for the Winter Kelseya. However, it goes in the spring Kelseya. Clark Fork will send a short summary for the winter Kelseya and have the board review and approve the registration form and agenda by email before the March 10 Kelseya deadline.
- Clare is working on T-shirts with a drawing of *Iliamna rivularis* by long-time member, Jean Pfeiffer. Annie is covering entertainment.

2019 Annual Meeting - Bob P (Kelsey Chapter)

- Bob is working with Peter on a possible joint meeting with the Native Plant Society of Saskatchewan in the Cypress Hills.). A list of previous annual meetings is in (Annual Meeting History 20171128).

Committee Reports

Conservation - Ryan Quire for Peter Lesica

- The 10th Montana Plant Conservation Conference will be held February 21-22 at The MTFWP venue, Wild Montana, in Helena. The focus of the meeting will be threatened and endangered species. A draft agenda is attached (Draft agenda). It will be finalized in time for the winter newsletter. Peter hopes to email a PDF copy of the proceedings shortly after the holidays.
- Shannon asks who will be doing the conference bookkeeping?
- **Montana Pioneer Botanists Book- Rachel**
Rachel reports that Montana's Pioneer Botanist book sales have gone well. We have only 143 books remaining of 455 printed. Books are in 26 different libraries in Montana, in libraries in 6 different states and England. See attached PDF (MPB Book Distribution Summary) and a "loose" accounting (Budget MPB 10-31-17). We've gotten very favorable reviews that can be found on the MNPS website. Rachel would like to concentrate on getting books in libraries, since it will be out of print soon. The account is currently \$709 in the *black*.

Landscape - Clare Beelman

- More committee members and/or participants are needed. Clare will send chapters a description of the range of duties for the landscape committee, including what is needed to update the Source Guide, visiting and evaluating native gardens, etc.
- Kathy Settevendemie suggested at the Annual meeting that the MNPS put on a regional or state-wide conference for native plant gardeners. A chapter could choose to focus on gardening at an annual meeting.

- Clark Fork Chapter hosted a screening of Hometown Habitat <https://themeadowproject.com/> a video on native gardening that the MNPS donated to. They showed all 90 minutes and it was too long for discussion. Flathead Chapter is hosting a screening this winter.

Small Grants - Betty Kuropat

We welcome Becky Richards to the committee. She lives in Missoula and retired (2015) from UM as rural and environmental sociology professor. She has been a MNPS member since the 1990's.

Summary of 2017 grants, and past:

- 2015 - Christine McManamen, Efficacy of herbicides, submitted her report. Hoping to get some edits done with her approval and into the Winter Kelseya.
- 2017 - Mirabai McCarthy, Promoting Botanical Literacy in a Mountain Community. They produced a beautiful brochure of the plants on the Whitefish Trail. The brochures are for sale for \$7.50. "About 220 brochures have been sold to businesses in the Flathead to sell." The funds are to cover future reprinting costs. We have two copies for our files. She still needs to write a report for Kelseya. She was paid the entire grant up front for printing costs.
- 2017 - Karen McCarthy, YES Native Plant Garden at Youth Empowerment Services in Anaconda. A lot of heart and passion with kids really involved and updates to me about their planning process throughout the summer. But, they have suffered changes in location, planning, and most recently found "toxic contamination" that will delay the project until "next spring". They was accidentally awarded the full grant up front. I asked her to return the funds and reapply next year. This is a first: we've had recipients decline, but have not denied and requested refund.
- 2017 - Jeff Copeland, Burke Park Vegetation Monitoring in Bozeman. This project qualified for "up-front" funding. They got their full amount in April. They completed monitoring in most to the plots and are finishing data analysis.
- 2017 - Heidi Fluery, Lake County Riverfront Stewardship Project. The fires near Seeley Lake (and other issues with the Lake Co. Park Board) delayed this project. An MCC crew was scheduled to complete the planting and fencing last week (10/23-27). We are covering the cost of the plants. She will request reimbursement when complete.

For 2017 budget, we expect to end with a balance of \$1200 - \$2574, depending on when final reports are submitted.

For 2018 budget, we are requesting \$4500 for new grants (3 at \$1500 each), plus \$1374 carryover pending final reports.

Ad Hoc Committees

- Nominating Committee – up this year are VP, Eastern-at-large, and Secretary. Betty and Gretchen are on nominating committee. However, Ryan will run as VP, and Rachel (secretary) and Jennifer (Eastern-at-large) have both agreed to another term. Gretchen will send a call for additional nominations to the Winter Kelseya.

- Awards Committee: Annie, Peter and Dave Hanna. Annie will ask Dave Hanna. Gretchen will ask Peter. A call for nominees should be in the Winter Kelsey.

Business not covered: Chapter Reports. Recruitment/membership/demographics, though we hope to keep this discussion alive via email, UM Herbarium "Cabinet Drive", Shannon- please email the board with info.

Upcoming Business will continue via email due to later than normal spring Board Meeting: 2018 Annual Meeting Agenda and Registration, Small Grant Proposals, member demographics and recruiting.

Next Meeting: Saturday, March 17, 2018. Bob will reserve the room.

Adjourn 1:30 pm.