



**Illinois
Native
Plant
Society**

Illinois Native Plant Society

P.O. Box 60694, Chicago, IL 60660

**DRAFT Minutes
State Governing Board Meeting
October 14, 2024**

Call to order

Board President Emily Dangremond called the meeting to order at 5:32 PM.

Board Members and Guests Present

Board Members Present: Emily Dangremond, Susanne Masi, Nancy Smith, Becky Croteau, Kate Ahrens, Brian Charles, Floyd Catchpole, Trish Quintenz, Joe Armstrong, Nick Seaton

Guests: Daniel Lara-Newman

Quorum

The Board achieved a quorum of 63% attendance.

Minutes

Board Member Becky Croteau moved to approve the minutes of the IPNS Governing Board for September 9, 2024 as emended. Board Member Susanne Masi seconded the motion. The motion passed with Board Members Kate Ahrens and Brian Charles abstaining.

September minutes are finalized and posted [here](#).

President's report

Board President Emily Dangremond reported that the Code of Conduct report will be provided to board members and a meeting will be scheduled to finalize the policy. The zero-tolerance policy will outline a multi-person violation reporting path, including the Chapter Presidents and the Board President.

Treasurer's report

No report

Website

Board Member Kate Ahrens introduced Daniel Lara-Newman who is applying for the volunteer position of assistant webmaster. Daniel made remarks to let the Board Members learn more about him and his background. ([Resume](#))

Board member Kate Ahrens described successfully completing the web security audit, which called for Board Members to change their passwords in WordPress. The goal for the upcoming weeks are to roll out Hubspot for organization and further integrating Gravity Forms with Hubspot to simplify the process of mass emailing and automated list creation.

Web Resources

Board Member Floyd Catchpole had no report from the Web Resources Committee.

Grant Application Process

Board Member Susanne Masi confirmed that the grant application form would be available on the website from December 1st and due by January 31st. Emily suggested that the form should be submitted through the website, not via email. The team agreed to review the Grant application form and guidelines, and Katherine offered to assist with updating the form and copy.

Annual Meeting

Board Member Nick Seaton provided an update on the annual gathering planning, discussing potential locations, speakers, and activities. The preferred dates for the event are the first or second weekend in June, with the first weekend being the top choice.

Board Member Nick reported that he has transitioned to a member-at-large role, with Kurt Neubig becoming Chapter president. Nick will remain as chair of the Annual Meeting committee for continuity.

Board Members Emily and Susanne suggested flexibility in the timing of the talks to accommodate grant recipients. Board Member Floyd mentioned that there would be a board meeting during the gathering, aiming to have as much of the membership present as possible.

Emily asked that all state board members attend the AG. It looks bad for our organization if we don't have high attendance from the board.

The Board agreed to review that the policy that Chapters do not have their own bylaws is reflected in the bylaws and to address the matter, if needed, at the Annual Meeting.

Membership

Board Member Catchpole provided an update on behalf of Board Member Kelsey Shaw that he has received assistance in sorting the membership report.

Organizational Practices

Board Secretary Nancy Smith described several organizational practices that need clarification, including a Board Calendar for 2025, and a person or committee to respond to "Contact Us"

queries in the role of “correspondence secretary.” Secretary Smith expressed intention to work with Webmaster Ahrens on the topic of routing incoming questions.

Board Member Brian Charles agreed to take on the role of botanist to answer plant questions. Kate agreed to use Hubspot and add Floyd, Kelsey, and Brian to the system and swapping Nancy’s email for the Illinoisplants@gmail.com email.

Nancy also reported that the INPS phone number, 708-613-0163, now is linked to Nancy’s phone. Other matters, such as the organization having two mailboxes listed on the website, were deferred to an upcoming meeting.

Adjournment

Meeting adjourned 7:06 PM by Board President Emily Dangremond.

Next Meeting

The next meeting will be held by Zoom on Monday, November 11, 2024 at 5:30 PM.