

**Minutes**  
**ILLINOIS NATIVE PLANT SOCIETY**  
**April 10, 2023, 6:00pm | Zoom Meeting**  
**Governing Board Meeting**

**Meeting Begins:** 6:07PM

**Board Members Present:** Janine Catchpole, John Sullivan, Joe Armstrong, Paul Marcum, Daniel Pohl, Lailah Reich, Susanne Masi, Eric Ulaszek, Nick Seaton, Gretel Kiefer, Floyd Catchpole, Trish Quintenz, Courtney Cartney, Anna Braum

**Officers' Reports:**

- Review minutes from the [March](#) governing board meetings. Susanne moved, Gretel seconded to approve, all in favor, but Daniel asked for an extension.
- [Web Report](#) (Gretel): Summary of web use over the past month.
  - Views are generally up.
  - Native Plant Sales most visits.
  - Minutes to upload, sensitive content?
  - Gretel relayed at Janine's request she will be stepping down as webmaster.
- Treasurer's Report - 2023 [Budget](#)
  - Courtney summarized report. Paid annual sales tax to Illinois for 2022.
  - Grant payments this quarter, large majority will be sent out next quarter.
  - 2023 Proposed Budget - Courtney summarized updates.
  - Are we committed to publishing *Erigenia* in 2023? We should leave this budgeted for in case it does get published.
  - John motions to approve 2023 budget, Courtney seconds, budget approved.
    - Roll call vote:
    - Armstrong Y
    - Anna Y
    - Courtney Y
    - Janine Y
    - Gretel Y
    - Paul Y
    - Susanne Y
    - Daniel Y
    - Trish Y
    - Lailah Y
    - Nick Y
    - John Y
    - Eric Y
- Membership Report - [April Report](#) (Anna) - Summary of 1st quarter; numbers are up, new lifetime membership received in 2023.

**Chapter Reports:**

Reminder to chapter presidents, Courtney needs 2022 financial reports

- *Central (Trish):*
  - Central Chapter's committees met in January to begin Plant Sale preparations and to flesh out our program and field trip calendar for 2023. At our February

meeting, we heard from Layne Knoche, Illinois Extension Outreach Associate and Landscape Designer of the Red Oak Rain Garden in Urbana, on the topic of rain gardens and native plants.

- In March, well-known local birder, Vern Kleen shared his experiences from a South African Safari.
- On the snowy morning of March 18 we met at 3 B Natives Plant Nursery in Pleasant Plains for our first field trip of the year. 3 B will be providing many of the plants we will sell at our May 13 Plant Sale.
- *Forest Glen (Paul)*
  - 2023 field trips have continued. First trip of the year was a February 21 trip to the University of Illinois Conservatory and associated greenhouse. The tour was organized by Eric Ulaszek and led by Heather Lash, U of I Plant Biology greenhouse coordinator. The conservatory and greenhouses are used for classroom instruction and contain plant species representing the great diversity of plant families. We were able to see many tropical plants including several flowering orchids. Also, several succulents and a tremendous diversity of carnivorous plants from several unrelated plant families.
  - April 1 we had our Spring Flora Trifecta trip to see three of our most iconic early blooming wildflowers (Snow Trillium, Harbinger-of-Spring, and Skunk Cabbage). We also saw about a dozen other blooming species and discussed many others that were still dormant, had leftover stems or fruits, or present as basal rosettes.
  - Our next trip is scheduled for May 6 when we will visit Forest Glen Preserve in Vermilion County. This site is at the east edge of the state and is known to have several species that are more common east and south of our area. We expect to see a large population of Wood's Bunchflower as well as several Large Yellow Lady Slipper Orchids.
- Forest Glen -
- Grand Prairie (Joe) - Local organization planting 10K trees, helping this effort.
- Kankakee Torrent (Floyd) - Field trips being planned, dates to be announced soon.
- Northeastern
- Quad Cities
- *Southern (Nick)* - Last month Zoom talk on monitoring grant funded by state INPS/Chris Benda. April 22, 2023 partnering with Green Earth for plant sale, April 29, 2023 spring flora field trip at Wildcat Bluff. June partnering with landowner to ID rare plants. Back to school botany in August at Wren Lake.

### **Old Business:**

- Correspondence Secretary, moved to Exec Committee, awaiting report to board
- Password manager, Keepass, report Gretel or Lailah
  - Who has access? Lailah and Gretel, Lailah to look into this.
- Slack: Report from Exec Committee Meeting 4-6-2023
  - Decided to keep all discussion in Gmail. This was not voted on; note, some people like and others did not want to use Slack.
  - Discussion on the potential to use this as this could be useful and there is some disagreement on this currently. Decided to table for now.
- Nursery list, moved to committee being put together by Janine, awaiting report.
- Financial tracking for Local Chapters
  - Have chapters been contacted? Yes, Courtney finished this.
- Rated Charity
  - Direct treasurer to file Form 990 (not 990EZ or 990N) beginning with 2023 taxes

- Discussion on how to prepare this.
- Courtney asked what is the difference between the 990EZ and 990N. Federal full form will be prepared for 2023 and not needed for 2022.
- Janine expressed the importance of this.
- Bell Bowl Prairie position paper (Eric)
  - Report - waiting on comments from a single person. Will be posted on our website once finished.
- Lydia Davidsmeier Donation money, awaiting update for plans in early 2024. Early plug planting if the nursery can grow the plugs for us. Exact species to be determined. Total amount donated is \$1,720.00.
- Mail Chimp and Harbinger Delivery, table, awaiting input from new webmaster and media committee - discussion tabled for next meeting.

### **New Business:**

- Audit of the Treasury - Need a recommendation for audit. This will let us know if our long term plan is stable. Need to complete once annually.
- Finance committee to be developed? Nancy to assist? What is the deliverable? Do we change the bylaws, or can we just change the rules/SOP/regs? TBD.
- Annual Report
  - We should begin preparing information for our Annual Report soon to publish in September. [Example](#) of an annual report.

### **Committees Currently Active:**

- Watch List
  - Who is on the committee? (Susanne, Paul, Chris Benda, Gretel, and Eric)
  - Does this go under Programs Standing Committees
  - Does this replace the Floral Update Committee? No, this is a separate committee. Is there an interest in continuing the Floral Update Committee? May not be, the Watch List committee to decide. Not a committee per se, but encourage people to update records regularly. Group to decide what the next steps are.

### **Committees Being Reformed:**

- Media Standing Committee to be created to create various media for ILNPS. Janine provided a summary. Gretel has been asked to chair. Two sub-committees would be under this committee.
- Web and Social Media Sub-Committee
  - Chair: Gretel Keifer
  - Draft Goals: Improve and protect the website and any social applications used by the ILNPS and make more forms of communication available and financial transactions easier.
  - Gretel has put together tasks and other details and concerns. Andrew & Gretel should discuss needs along with concerns from the membership chair or with Jeff Nelson and Harv Kopola to be contacted as needed.
  - Final decisions to be discussed between Gretel and Janine separate from this meeting.

§ Webmaster Andrew Polykandriotis

- ❖ Website audit
- ❖ Website development and design
- ❖ Website maintenance
- ❖ Server maintenance, if appropriate (we use Google Drive)
- ❖ Analytics
- ❖ Search Engine optimization
- ❖ Design for future goals and needs

§ E Content master Gretel Keifer

- ❖ Facebook
- ❖ Linked-in
- ❖ Instagram
- ❖ YouTube
- ❖ Blogs
- ❖ Website: upload content and create SOP for posting material on the web for chapters etc.
- Publications Sub-Committee
  - Chair needed
  - Need more members, associate editors for H & E, other assistance, chapter newsletter rep, no one man endeavors
- Harbinger
  - Janine will contact Chris and is expecting a report from Marta with her thoughts on editing and lay-out
- Erigenia
- Newsletters

**State ILNPS Programs Standing Committee as per Strategic Planning Notes:**

I am currently soliciting folks familiar with program planning and outreach.

- Lost Plant Survey
  - Rollo Rexroat Award (a great unknown botanist of central Illinois)
- Plant of the Year
- Plant Survey Grant/POC Coordination
  - Chris Benda
  - Susanne Masi
  - Gretel Kiefer
- Statewide symposium 2026
- Bioblitz
- Photography contest
- State organized field trips
- Writing contest

**Meeting Adjourned:** 7:26PM

Next Meeting: May 8th, 2023