

Minutes
ILLINOIS NATIVE PLANT SOCIETY
May 8, 2023, 6:00pm | Zoom Meeting
Governing Board Meeting

Meeting Begins: 6:14PM

Board Members Present: Floyd Catchpole, Daniel Pohl, Anna Braum, Trish Quintenz, John Sullivan, Susanne Masi, Courtney Cartney, Lailah Reich, Nick Seaton, Kevin Scheiwiller, Nick Seaton, Samantha Chavez, Janine Catchpole

Officers' Reports:

- Reviewed minutes from [April](#) governing board meeting.
 - Suanne noted edits to minutes.
 - Janine motioned to approve minutes. Janine noted that “new business” was not discussed during the meeting. John seconded. All approved, Samantha abstained, minutes approved.

Old Business:

Committees Currently Active:

- Janine has been reviewing standing committees.
- Executive committee is the only listed committee in bylaws.
- Development of the following standing committees to organize. Roles and committee leads to be determined.
 - Executive
 - Financial - Financial records, annual reports, taxes, fundraising. Goals statement development.
 - Grants - Susanne is the chair, functioning well.
 - Media - To be formed to produce media to carry forward mission statement and attract new members, two subcommittees: publications (Harbinger and Eringia) and website (social media, website, content)
 - Membership - Membership packet to be sent when new members join?
 - Programs - subcommittees could include Watch List, Botany Big Year, POC coordination, Bio Blitzes, state organized field trips, annual gathering, state symposia, etc.
- Janine mentioned reaching out to members who want to volunteer to ask for a CV and references. Fundraising should be a strong focus. Would like committee chairs to be non-board members, if feasible to allow for extra assistance.
- Janine to reach out to Chapter President's to see what their needs are.
- Who is our Facebook champion? Chris Benda? Can the listserv be consolidated with the Facebook page management?
- Janine motioned to approve the creation of the following standing committees. Floyd seconded. All approved aside from Courtney and Daniel. Motion carries.
 - Executive
 - Financial
 - Grants
 - Media
 - Membership

- Programs
- Clarifications on membership committee and requirements needed. Meetings would occur based on needs and goals. Would include outreach to members for volunteers to serve on this committee. Anna mentioned that she would not likely be able to chair a committee, but will still be part of the Executive Committee. Anna has ideas for the Membership Committee, she will generate a list to share with the board.
- Courtney questioned the design of the committees and specifically the membership committee. Janine stated that this is a trial process and if a committee is not needed, we could disband the committee. Redundancies could be a benefit.
- Daniel mentioned he wanted more consensus and discussion on this or perhaps a trial period prior to instating. Janine would like to champion the committees.
- Samantha mentioned the committees are important, but would it help to discuss further and come to a better consensus before instating.
- Susanne wants the board to be comfortable with this and suggested more discussion could help.
- Janine based the proposed structure on other similar organizations.
- Lailah recommended producing a document to summarize the organization and duties of each committee; this document will be reviewed, commented on by the Board.
- Susanne suggested committee leads should comment on this document.
- Janine motioned to rescind the standing committee vote, Lailah seconded. Motion passed, previous motion rescinded.

Action Item: Janine to circulate a draft committee development document for comment by the board. This document will include all committees proposed and their expected duties.

New Business:

- Website issues. Andrew has not had time to start on the audit yet. Gretel to look into plant sale/nursery list, issue not resolved to-date.
- Mississippi Palisades Field Trip (Daniel Pohl) - Lailah to review the email invite. Paul Marcum and Duane Ambrose to assist
 - Janine to assist with COI, will provide contact to Daniel for COI. Request state park policy on COIs.
 - Level of physical difficulty considerations.
- Wild Cat Den BioBlitz with Dr. Thomas Rosburg (Samantha) - August 12th and 13th
 - Samanta to obtain a COI for field trip.
- DNR Species vs. Watch List Species - Paul Marcum could be a good resource.
 - Susanne mentioned the INHS state rankings has developed a draft list of 39 species on a watch list, non-listed species of special concern. Maybe there are opportunities to coordinate.
- Samantha asked how Chapter's raise money?
 - Payment disbursements from state occur; can also fundraise for local Chapters separately from state.
 - Floyd mentioned that the board voted to consider seed money for Chapters on an as requested/needed basis. Janine asked when this was discussed.
- Trish asked about the process for Lydia Davidsmeier memorial project payment. How will funding be disbursed?
 - Courtney stated this was not included in the budget voted upon.
 - Trish to coordinate with Courtney for payment.
 - Trish discussed what payment will cover. Using the full dollar amount donated toward the planned memorial. Trish will obtain an itemized invoice.

- Amend budget to make \$1,720 available for memorial, as needed. Will vote on this during the next board meeting.

Janine moved to adjourn. Floyd seconded. All approved.

Meeting Adjourned: 7:31PM.

Next Meeting: June 12, 2023; 6:00PM