

Minutes
ILLINOIS NATIVE PLANT SOCIETY
June 12, 2023, 6:00pm | Zoom Meeting
Governing Board Meeting

Meeting Begins: 6:04PM

Board Members Present: Floyd Catchpole, Susanne Masi, Janine Catchpole, Daniel Pohl, John Sullivan, Lailah Reich, Eric Ulaszek, Trish Quintenz, Samantha Chavez, Gretel Keifer

Officers' Reports:

- Review minutes from [May](#) governing board meeting.
 - Eric moved to approve, Floyd seconded, all were in favor. Motion carries. Minutes were approved as is.

Old Business:

- Bylaws and Best Practices [Documentation](#) (Janine):
 - Remind members that our board meetings are open meetings.
 - Floyd asked if we would send a Zoom link, Janine said yes.
 - We can hold particular agenda items for comments, i.e. a way to have members wishes made known to the board.
 - Should we publish a Zoom link?
 - Janine said it is likely better to contact the board to attend meetings.
 - Floyd mentioned some boards have timeframes and periods for public input, suggested 3 to 5 minutes for public input and comments.
 - Janine to incorporate this into the draft Best Practices Document.
 - Samantha mentioned posting a Zoom link on a website for members to join.
 - Send a blurb and post on the website how members can join board meetings, who they can contact to get Zoom link, and how to comment.
 - Susanne asked how we share an agenda?
 - Janine said we could post the agenda to the website a week prior to each meeting.
 - Gretel said we can update the minutes page and to include agenda and calendar of dates and add processes on how to comment, who to contact, etc.
 - Thought into how we post "living" agenda, i.e. what's the best way to post this and make the current agenda editable.
 - Various ways to add comments, should we have them contact the secretary or should we just have them do it online.
 - Google form needed?
 - Janine to develop language, Gretel to set up online, Lailah to assist.
 - Susanne mentioned a two year term limit should be recognized for the following positions Treasurer, Membership Chair, and Secretary. Ask Angela whether she updated the bylaws to reflect this.
 - Draft committee development document for comment by the board. This document will include all committees proposed and their expected duties.
- Facebook, who is the administrator for the state page - Janine sent a message to Chris to see if he knows. Cassi Saari is currently running page, Alana and Paul Marcum. Trish to send Lailah Alana's email address.

- Alana's email address is: alana.mckean@ic.edu
- Cell phone number: (217) 491-4448
- Web audit- still awaiting a final report - Janine said there may not be a final report.
- Mississippi Palisades Field Trip (Daniel) - Daniel mentioned 19 people have signed up. Meeting with Duane next week to scope out areas to concentrate within for shorter and longer trips. May do a morning and afternoon trip. Daniel will email out an update this weekend. Gnats are prevalent in that area, he will warn members.
- Wildcat Den Bioblitz - Dr. Rosburg assisting. He has dissecting scopes members can use. Samantha has been advertising. No feedback yet on attendance. Janine to send additional details on COI, safety precautions, waiver, etc.
 - Samantha asked how far we can take waivers. Janine said we don't have insurance to do anything but walk around and look at plants.
 - Bring First Aid kits and other safety items.
- Re: assisting new chapters with seed money - Lailah to search 'seed money to do necessary arrangements to organize things for annual gathering' what was said and agreed upon in previous minutes. Discussed sometime late 2020 or 2021 or 2022. Joe was concerned if they didn't make money on annual gathering it would bankrupt the Grand Prairie Chapter. Board would consider funding said chapter to assist with overages.
- Davidsmeier donation
 - Trish took a tour and Henry Eilers will botanize the site.
 - Receipts for all work will be provided.
 - Updated [budget](#) which includes Davidsmeier donation as an expense. For formal board approval.
 - Trish motioned to approve updated budget includes Davidsmeier donation as an expense. John seconded. All approved. None opposed or abstained and motion carries and the budget is amended.
 - Trish motioned for ILNPS to write a check to "Friends of Rexroat Prairie" for an amount of \$1,720 to go towards Lydia Davidsmeier memorial, with the understanding that all receipts will go board. Susanne seconded. Floyd moved to amend the motion to add a written summary with photographs. Lailah seconded. None opposed or abstained and motion carries.

New Business:

- Directors, Officers and Entity Liability Insurance (Janine)
 - Prevention of lawsuits
 - Janine to get a quote for this insurance for next budget year and will need to vote on this as a board for next FY.
- Financial audit update (John) - Reviewing bank statements against checking and is working on a final report to the board for approval. Aiming for the July meeting.
- Upcoming annual reports - Who files this? We have done this in the past as it's somewhat simple and we pay a company to have a street address.
- Annual Gathering update (Trish) - Registration for members will be out by the end of the month.

- Asked if Gretel will assist with the online aspect of setting up information on our Website. Gretel said she can help.
- Susanne said in the past we have agreed to let grantees attend and present. This option should be in the registration form.
- They will present on Friday evening.
- Susanne will send an invitation to present to grantees.

Meeting Adjourned: John moved to adjourn. Floyd seconded. All in favor. Meeting adjourned at 7:05PM.

Next Meeting: July 10, 2023; 6:00PM