



Illinois Native Plant Society

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P.O. Box 60694, Chicago, IL 60660

Minutes State Governing Board Meeting July 8, 2024

Call to Order: Called to order at 6PM by Emily.

Board Members and Guests Present: Carolyn Villa, Eric Ulaszek, Katherine Ahrens, Paul Marcum, Kelsay Shaw, Kath Thomas (guest), Emily Dangremond, Susanne Masi, Daniel Pohl, Samantha Chavez, Floyd Catchpole, Trish Quintenz

Quorum present, yes/no? Yes

- Reviewed draft minutes from June meeting.
 - June meeting [minutes](#)
 - Carolyn motioned to approve the June meeting minutes. Floyd seconded. All approved.
- Annual Gathering
 - Updates—Kath Thomas/Susanne Masi (if any) – Kath said 64 people have registered, which is almost to capacity. AV coordination with Benedictine is in progress. The Morton Arboretum can assist in a pinch. Food is in place as well. Make lunch choices as soon as possible.
 - Susanne said she received an email from Kevin that group tour leaders would receive a list of their group participants soon. Presentations by grantees are all lined up. Susanne will confirm AV needs with Kath via email.
 - Katherine asked if we have any scholarships or grants to allow for students to attend who may have a hardship. Emily mentioned we would need to decide as a board, we can only register folks up to 72-hour before. Eric mentioned this is something can consider at a future date, but Emily said we would need to decide now.
 - Trish asked if we offer a discount for students and Emily said no.
 - Daniel said we could fund their costs.
 - Trish motioned to pay their fees, Daniel seconded, Susanne and Lillah abstained and everyone else passed.
 - Emily to respond to the request and coordinate with Kath to get them formally registered.
 - Friday night announcements: we are looking for a secretary.
 - Saturday night membership meeting:
 - Welcome from President – Emily will provide some updates, website, code of conduct, Emily asked Kelsay how many member we have currently? Kelsay said he got some issues ironed out, but can get her a total number tomorrow. Emily

asked for quarterly report in August and Kelsay said he will provide a half year report by tomorrow.

- Updates on website, code of conduct
- Treasurer's report – Becky will provide a brief report, details to include would be major expenses, what we have spent money on, what we plan to spend money on, and revenue generators. Susanne mentioned we should add a thank you for donations here as well.
Donor's thank you, Emily will provide a general thank you statement to the board.
- Election if we have any nominees for secretary – Emily will solicit for this position and mentioned the NE Chapter has a few positions open as well that they will seek volunteers for.
- Other?
- Annual Gathering–Emily's thoughts
 - How to streamline the process of planning.
 - Emily mentioned we need a point of contact for questions.
 - Lailah mentioned we need an FAQ page for repeat questions.
 - Katherine shared her screen and mentioned we will in the future need to login to the website and can upload files, event details, and name of contact. Emily said future training will be needed for this new website feature.
 - Emily mentioned it may also be helpful to have a volunteer to help plan and organize gathering and this be their main role.
 - Paul mentioned that it might help to have a committee for the annual meeting.
- Request to fund Dr. Mark Widrlechner's work to annotate the vast majority of ILL and ILLS *Rubus* specimens from Illinois at least to section, if not to species
 - Food and lodging costs for this stay, plus any parking fees and project-related supplies. Estimate total expenses to be in the range of \$750, definitely not exceeding \$1000.
 - Will he submit a report? Paul said yes, this will be a requirement. What should his deliverable be? A map? A key? He is working on a key with Scott Namestick from Indiana on a key to update some keys in IL that do not currently work. Photos would also be good. Illustrations could also be helpful, or a summary of rare species and how to easily identify those.
 - Susanne asked if this would lead to an *Erigenia* article.
 - Paul said he's not sure, but we could ask him to speak to the board to answer some of our questions.
 - Floyd said an *Erigenia* article would be great and something for our website.
 - Susanne mentioned a concern of setting a precedent.
 - Paul said this may be a good precedent.
 - Paul mentioned there are some invasive species in this genus that would be good to highlight as well, new invaders in our area. The rare and invasive species are the valuable takeaways.
 - Floyd asked about next steps and timeline and he mentioned we need a committee.
 - The research would be completed the week after Thanksgiving.
 - Paul offered to setup a subcommittee meeting.
 - Paul will email him back to square away details, deliverables, etc and determine the possibilities.
 - Paul, Susanne, Eric, and Floyd on the *Rubus* committee.

- Website-Kate Ahrens
 - Membership form updated and functional
 - Help desk is a new feature
 - Do we need a separate donations form? Emily said yes.
 - Storage capacity was over, but has been updated as we now have an unlimited plan.
 - Staging area setup.
 - Security issues ongoing, she will pay for Wordfence.
 - Will work on calendar when security features are fixed.
 - Emily said we need membership automation fixed first, before the calendar update.
 - Becky asked about how she will know when we get money from Square and we did receive money from PayPal on June 13th, but not connected to our INPS account.
 - Emily said we can link PNC account to the Square account.
 - Carolyn requested we include who to contact in about us vs. Help Desk.
 - **Becky requested how much we have in Square and Katherine will provide amount her in email or text.**

- Treasurer-Becky Croteau (if any updates)
 - PayPal is working and Becky is now the manager, so we have access, but we are using Square on our website.
 - Moved 10,500 into PNC bank from PayPal.
 - Received \$25 from someone in PayPal.
 - **Has a check for NE Chapter for registrations and need to add one more for the new attendee we voted on tonight.**
 - Taxes were filed.
 - PCN has ~51K, CD is making money for us too!
 - **Standardize how she receives reports from Chapters, maybe do this online.**
 - **Kate said she will help with this.**

- Membership–Kelsay Shaw (if any updates) – No update.

New Business:

Revisit action items from last meeting

- Next meeting is August 12 (if there are a lot of conflicts, consider moving)

Meeting adjourned at 7:22PM