



Western Chapter International Society of Arboriculture

*Executive Committee Meeting Minutes*

Remote (Zoom)

Thursday, July 16, 2020– 2:00PM – 5:00PM

Friday, July 17, 2020 – 8:30AM – 2:00PM

**Thursday, July 16, 2020 – 2:00 PM – 5:00 PM**

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**2:09PM: Convene Meeting – Jimi Scheid, President**

**Roll Call & Anti-Trust Statement:** Jimi Scheid, President

**Present:** Jimi Scheid, President; Doug Wildman, President Elect; Daniel Goyette, Vice President; Molly Sinnott, Past President; Kevin Eckert, Director; Tracey Takeuchi, Director; Sarah Maitland, Director; Jodi Carlson, Director; Executive Director, Rose Epperson; Treasurer, Preston Goodman; Secretary, Thomas Dodge; Editor, Linda Chalker-Scott.

Gordon Matassa, Committee Chair; Raquel Falco, Committee Chair; Dennis Yniguez, Committee Chair; James Mac Nair, Committee Chair; Robert Phillips, Committee Chair; Rebecca Senior, Committee Chair; Jim Downer, Committee Chair; Walt Warriner, Committee Chair; Julia Gowan, Committee Co-Chair; Alison Lancaster, Committee Co-Chair; John Crandell, Committee Co-Chair; Bruce Barr, Committee Co-Chair; Kathleen Mahoney, Epicenter (Board liaison to staff).

**Absent:** Ken Knight, ISA CoR

**Consider a motion to approve the Meeting Agenda:**

Motion put forward by Tracey Takeuchi to approve the meeting agenda. Motion seconded by Doug Wildman. Motion carried with no opposition.

**Consider a motion to approve the Apr. 16-17, 2020 Meeting Minutes:**

Motion put forward by Tracey Takeuchi to approve the April 16-17, 2020 meeting minutes. Motion seconded by Molly Sinnott. Motion carried with no opposition.

**Consider a motion to approve Minutes from Call on June 11, 2020:**

Motion put forward by Molly Sinnott to approve the minutes from the June 11, 2020 call. Motion seconded by Tracey Takeuchi. Motion carried with no opposition.

**Consider a motion to approve the Consent Agenda A:**

Motion put forward by Kevin Eckert to approve the Consent Agenda A. Motion seconded by Doug Wildman. Motion carried with no opposition.

• Officer and Committee Annual Reports Received by 7/10/20:

- ISA Council of Representatives
- Regional Conferences
- Marketing
- Membership
- Audit/Budget/Finance
- Nominations
- Balloting
- Municipal
- Utility
- Students
- Women in Arboriculture



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- Tree Care for Wildlife
- Regional Plant Appraisal
  
- Meeting Minutes / Summer Updates rec'd
  - ISA Council of Representatives
  - Finance
  - Municipal
  - Spanish
  - Tree Care for Birds and Wildlife
  
- **Action Items:**
  - Treasurer's Report – Goyette (Goodman): See submitted report.  
Motion put forward by Doug Wildman to approve the Treasurer's Report. Motion seconded by Sarah Maitland. Motion carried with no opposition.
  
- **Obligatory Committees:**
  - Consulting – Mac Nair: Verbal report given.  
Discussion – Prospective webinar topics; Mac Nair preparing article on professional liability insurance for consultants; developing a survey for new and prospective consultants.  
**Continued 7/17/2020**
  
- **Officer / Committee Updates:**
  - President's Goals for 2020/21 – Scheid: See submitted document.
  - Discussion – Big Picture Goals: Licensing of arborists compared to certifications, reforming practices for utility arborists, and certifying nursery standards. Chapter Goals: Support for geographically remote and underserved sectors of our membership, expand on our interactive workshops, and expand our collaboration with other fields of expertise. Executive Committee Goals: Seek diverse representation of boards, committees, and volunteers; standardize committee meeting processes, and assess policies, procedures, and by-laws for revisions.
  - By-Laws – Yniguez: Just getting started on this and looking forward to working with the board.
  - Executive Director's Report – Epperson: See submitted report.

**5:13 PM: Adjourn**



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**8:41 AM: Convene Meeting – Jimi Scheid, President**

**Roll Call & Anti-Trust Statement:** Jimi Scheid, President

**Present:** Jimi Scheid, President; Doug Wildman, President Elect; Daniel Goyette, Vice President; Molly Sinnott, Past President; Kevin Eckert, Director; Tracey Takeuchi, Director; Sarah Maitland, Director; Jodi Carlson, Director; Executive Director, Rose Epperson; Treasurer, Preston Goodman; Secretary, Thomas Dodge; Linda Chalker-Scott, Editor; Gordon Matassa, Committee Chair; Robert Phillips, Committee Chair; Rebecca Senior, Committee Chair; Jim Downer, Committee Chair; Julia Gowan, Committee Co-Chair; Alison Lancaster, Committee Co-Chair; Gillian Martin, TCBW; Kathleen Mahoney, Epicenter (Board liaison to staff).

**Absent:** Ken Knight, ISA CoR

▪ **Officer / Committee Updates Continued:**

- Editor Report – Chalker-Scott: Verbal report given.  
Discussion – First issue with the new editor and designer went well, with positive feedback from the readers and contributors.
- Credentialing – Anderson: See submitted report.
- Regional Conferences – Downer: See submitted report.  
Discussion – CEU and the differences between live attendance and recorded events, and what committees should oversee webinars. The time and effort to prepare a webinar and CEU questions is greater than preparing a live speaking presentation, and managing the technological part requires assistance.

▪ **Standing Committees:**

- Annual Meeting 2020: See provided document, reconvene 8/14/2020.
- Annual Meeting 2021: Discussion – There are still a lot of unknowns, but progressing as it will happen.
- Annual Meeting 2022: Discussion about the possibility of hosting the ISA Annual Conference. Wildman will update with any new information.
- Marketing: See submitted report.
- Membership – Matassa: See submitted report.  
Discussion – The committee has received some response from the non-member survey.

▪ **Obligatory Committees:**

- Audit/Budget/Finance: See submitted report.
- Nominations: See submitted report.
- Balloting: See submitted report.
- Municipal: See submitted report.  
Discussion – The committee has developed their mission statement. Kit Jory is the new Chair now that Preston Goodman has taken on the role of Treasurer.
- Utility: See submitted report.

▪ **Annual Committees/Optional:**

- Historian – Phillips: Verbal report given.



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Discussion – The goal is to develop this into a Historical Committee; improve our photographic history; consider a regular contribution to The Western Arborist; and make available some previously documented historical publications.

- Spanish: See submitted report.
- Women in Arboriculture: See submitted report.

Discussion – All pending events postponed.

- AdHoc Committees
  - Tree Care for Wildlife: See submitted report.

Discussion – Doug Wildman is now the Board Liaison for this committee. There is an upcoming online course to train arborists that will address both Federal and local (to the WCISA) laws and guidelines.

- Old Business: None

- New Business

- Capital Annex Project – Paula Pepper (Guest): See submitted documentation.

Discussion – There is a large-scale project to expand the California State Capitol facilities that will have a major impact on many large and historically significant trees.

- Member List Request – K Eckert:

Discussion – How to expand the availability of our member list to further the WCISA, and our industry in general, while still protecting privacy.

- October 2020 Strategic Session: See provided documents.
- 2020/2021 Committees (Liaisons):

Discussion – The role of the Board Liaisons. There have been many recent changes that will be updated on the website.

- 2020/2021 Meeting Schedule:

Discussion – October BM will be remote, and we will monitor current events to decide about the following BM. We will consider the July BM meeting once we have information about the California State Fair and based on current events at that time. Meetings set for October 16-17, 2020 / February 4-5, 2021 / April 8-9, 2021 / July TBD

**12:25 PM: Adjourn Board Meeting**

**12:30 PM – 2:00 PM: Closed Session; ED Review**

**Present:** Jimi Scheid, President; Doug Wildman, President Elect; Daniel Goyette, Vice President; Molly Sinnott, Past President; Kevin Eckert, Director; Tracey Takeuchi, Director; Sarah Maitland, Director; Jodi Carlson, Director; Secretary, Thomas Dodge

Submitted by Thomas Dodge, Secretary