



Western Chapter International Society of Arboriculture

Executive Committee Minutes

Remote (zoom)

Thursday, October 15, 1:00PM – 5:00PM

Friday, October 16 – 9:00AM – 1:00PM

Thursday, October 15, 2020 – 2:00 PM – 5:00 PM

1:00PM: Convene Meeting – Jimi Scheid, President

Welcome/Opening Remarks

Roll Call and Anti-trust Statement

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; Ken Knight, ISA CoR; Rose Epperson, Executive Director; Preston Goodman, Treasurer (left at 2pm); Thomas Dodge, Secretary; Linda Chalker-Scott, Editor; Gordon Matassa, Committee Chair; Jim Downer, Committee Chair; Julia Gowan, Committee Co-Chair; Alison Lancaster, Committee Chair; Gillian Martin, TCBW; Kelaine Ravdin, 2021 Annual Conference Chair; Madeleine Rauhe, Committee Chair; Kathleen Mahoney, Epicenter (Board liaison to staff). Guests: Kevin Martlege, Nextier Consulting; Dennis Swartzell, Past President 2010-2011; Len Markowitz, member (at 2pm).

- Action items
 - Approve Agenda:
Motion put forward by Doug Wildman to approve the meeting agenda. Motion seconded by Kevin Eckert. Motion carried with no opposition.

 - Approve Minutes:
Motion put forward by Molly Sinnott to approve the meeting agenda. Motion seconded by Doug Wildman. Motion carried with no opposition. Ken Knight, abstain.

1:10 Dialogue Session: Leadership

- Exceptional Boards, Jimi Scheid (1 hour)
Discussion: Jimi and Rose attended training about how exceptional boards function; development of a Leadership Team action plan; and how to conduct meetings to be most effective.

- ISA Leadership
Discussion: Update from Rose for those attending the conference.

- Young Professionals – ASAE
Discussion: This is another training that would be good for new Board Members and Committee Chairs.

- Other
Discussion: Jimi shared video and additional discussion regarding benefits of volunteerism, especially when socially or industry related.

BREAK

Discussion Items



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- Open Letter, Dennis Swartzell/ Len Markowitz (1/2 hour)
Discussion: Len and Dennis wrote an open letter to the Board concerning trends they have noticed in the industry. This included safety, especially for ground work; succession planning and diversity needs for our work force; and, practical work issues.

2:40 Administrative Update (20 mins)

- Executive Director Report, Rose Epperson – See submitted report.

3:00 Strategic

- 2020 Plan Review
 - Presentation and Discussion, Kevin Martlage, (2 hours)
Discussion: How to function effectively during the pandemic, including managing in-person meetings when necessary; and future meetings to develop the new Strategic Plan.

4:45 PM: Adjourn



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9:00 AM: Convene Meeting – Jimi Scheid, President

Roll Call & Anti-Trust Statement

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; Ken Knight, ISA CoR; Rose Epperson, Executive Director; Preston Goodman, Treasurer; Thomas Dodge, Secretary; Linda Chalker-Scott, Editor; Gordon Matassa, Committee Chair; Rebecca Senior, Committee Chair; Julia Gowan, Committee Co-Chair; Alison Lancaster, Committee Co-Chair; John Crandell, Committee Co-Chair; Bruce Barr, Committee Co-Chair; Gillian Martin, TCBW; Kelaine Ravdin, 2021 Annual Conference Chair; Madeleine Rauhe, Committee Chair; Elise Willis, Committee Chair; Kathleen Mahoney, Epicenter (Board liaison to staff).

9:10 Officer Reports

- Treasurer – See submitted report.
Discussion: The effects of the pandemic on income and use of existing funds.
 - Approve 2020-2021 Budget
Motion put forward by Ken Knight to approve the 2020-2021 Budget. Motion seconded by Daniel Goyette. Motion carried with no opposition.
- Council of Representatives – See submitted report.
- Editor – See submitted report.

BREAK

10:30 Committee Initiatives

- Committee Structure Goal 2020, Jimi (1/2 Hour)
Discussion: The value of having standard formats for committee functions, including by-laws, procedures, agendas and minutes; adherence to existing guidelines; and succession planning for committee terms.
- Committee Updates (1 hour)
 - TREE Fund – See submitted report.
Discussion: Alison Lancaster is the new TREE Fund Committee Chair.
 - Membership – See submitted report.
Discussion: Report presented by Gordon Matassa.
 - Marketing – See submitted report.
Discussion: Report presented by Elise Willis. Sarah Maitland is the new Board Liaison to the Marketing Committee.



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- 2020 Conference – See submitted report.

Discussion: The 2020 Annual Conference is scheduled to be held virtually November 9-11, 2020.

- WIA – See submitted report.

Discussion: Report presented by Julia Gowan.

- TCBW – See submitted report.

Discussion: Report presented by Gillian Martin

- RPAC – See submitted report.

Discussion: Jan Scow is the new Committee Chair the Regional Plant Appraisal Committee (RPAC).

- Awards – See submitted report.

Discussion: The timeline proposed for future award activities. Rebecca has agreed to stay on as chair for the year.

- Student – no written report.

Discussion: Madeline Ruehle was introduced as the new Committee Chair. Discussed Student activities and ideas.

- 2021 Conference – no written report.

Discussion: Kelaine discussed slowing the conference planning until the end of 2020.

12:00 Consent Agenda (Written reports received)

- Approve Consent Agenda

Motion put forward by Ken Knight to approve the Consent Agenda. Motion seconded by Doug Wildman. Motion carried with no opposition.

- TREE Fund
- RC Committee
- Membership
- Finance
- Marketing
- 2020 Conference
- WIA
- TCBW
- RPAC
- Utility

12:15 Other Discussion

12:45 Adjourn

NEXT MEETING: February 4 & 5, Zoom