

Western Chapter International Society of Arboriculture
Executive Committee Meeting Minutes
August 25 2009
Doubletree Hotel, San Jose, California

(NOTE: Numbering coincides with meeting Agenda except that some outline numbering corrected)

1) Meeting called to order @ 9:10 AM by President, Juan Barba

2) Roll Call

Present:

- Juan Barba, President
- Greg Monfette, President Elect
- Gabe Beeler, Vice President
- Doug Anderson, Immediate Past-President (arrived 9:35 A.M.)
- Dana Karcher, Director (arrived 9:41 A.M.)
- Dave Dockter, Director
- Dennis Swartzell, Director
- Bruce Hagen, Editor
- Torrey Young, Secretary
- Rose Epperson, Executive Director
- Stan Oka, Certification Chair
- Robert Phillips, ISA Representative
- Jill Utesch, Tree Climbing Championship Chair
- Jack McCabe, Finance Chair

Absent:

- James Downer, Director
- Mike Neal, Treasurer
- Helen Stone, Regional Conferences Chair
- Norman Farmer, TREEFund Chair

3) Agenda for Meeting 08/25/09:

- Motion: to accept the current meeting Agenda, as submitted.
- Motion: G. Monfette; Second: D. Swartzell
- Motion carried unanimously

4) Minutes of meeting 06/02/09

- Motion: to approve the Executive Committee meeting minutes of June 2, 2009.
- Motion: G. Monfette Second: D. Swartzell
- Motion carried unanimously

5) Administrative and Officer Reports:

a) Executive Director's Report: (R. Epperson, written report submitted) Reviewed membership & certification renewal status, Regional Conferences, co-sponsorships, magazine; Barba: ISA-Leadership Conference & Leadership Forum in AZ.; possible attendance by Downer & Dockter.

b) Treasurer's report: (J. McCabe for M. Neal-absent; written report submitted) Reviewed report; \$6k+ deficit thru June; discussed strategy for managing income reduction/budget & continuing to develop reserves.

- Motion to accept the Treasurer's report as submitted.
- Motion: D. Anderson; Second: G. Beeler
- Motion carried unanimously

i) Action Items:

(1) Budget 2009-10: (written report submitted discussed deficit character; cost reduction strategy. discussion/vote postponed by J. Barba, so item is not chronological)

- Motion: To accept the Budget report as submitted.
- Motion: D. Anderson; Second: G. Beeler
- Motion carried (5 Aye, 1 Nay-D. Karcher)

(2) Britton Fund contribution 2009-10: discussion/vote postponed by J. Barba.

c) ISA Representative's report: (R. Phillips; written report submitted) Discussion of ISA governance changes, dues increase, bylaws changes for Chapters will be provided by ISA.

6) Strategic Initiative and Committee Reports

- a) Initiative #1 Public Relations: (D. Karcher; staff report only)
 - i) Public Relations: (D. Karcher) no significant updates at this time.
- b) Initiative #2 Membership (D. Swartzell; staff report only)
 - i) Membership: (D. Swartzell); survey monkey on non-renewal in process.
- c) Initiative #3 Education & Research (J. Downer-absent; staff report only)
 - i) TREE Fund: (D. Anderson for N. Farmer-absent; written report submitted) provided review and update.
 - ii) The Britton Fund: (D. Anderson; written report submitted) provided review and update.
 - iii) Student Activities Committee (SAC): (M. Pendleton; no report)
- d) Initiative #4 Tree Care Standards: (G. Beeler; staff report only-statistics) discussed EDD desire to support enforcement of employer payroll contributions; will promote via website & magazine.
 - i) Certification (S. Oka, staff report only-statistics) considering conflicts of interest as per ISA.
 - ii) Editor: (B. Hagen; no written report) some ads lost; cover photo of J. Abrojena (TCC Champion); general review; pending issue complete.
 - iii) TCC: (J. Utesch; no report submitted) committee development in progress; site not yet selected.
 - iv) Initiative #5 Training: (G. Monfette, no written report)
 - (1) Regional Meetings: (H. Stone-absent, written report submitted)
 - (2) Commercial Arborist: (not on agenda) (G. Monfette) reported via Survey Monkey; good response; M. Porter to chair for 2009-10; need method for identifying commercial arborists amongst members.
 - (3) Certified Arborist Training Request for Proposal: (not on agenda) (G. Monfette) BoD should consider costs and other issues before deciding to move forward; discussed program types and attendance issues.
 - (4) Spanish Arborist: (not on Agenda) (J. Mercado, absent, no report)
- e) Other Committees: (not on agenda) (J. Barba; no written report) Consultation, -Appraisal for regional species guide update.

7) Annual Meetings:

- a) 2009 (Staff report submitted) (Reno; R. Morneau) R. Epperson reviewed reduced attendance & cost overruns.
- b) 2010 (Staff report submitted) (Tucson) R. Epperson reviewed; considered where to save costs; budget submitted.
 - i) Action Item:
 - (1) Budget for 2010 Annual Conference
 - Motion to accept the 2010 Annual Conference Budget as submitted.
 - Motion: D. Swartzell; Second: G. Monfette
 - Motion carried unanimously
- c) 2011 (San Diego; G. Monfette, no written report) Site-Hyatt Regency La Jolla; 5/4-7/2011.

8) Discussion/Action Items:

- a) Old Business:
 - (1) Ratify Electronic vote on issue of changing meeting dates: .reiteration of electronic vote is as follows... Motion to approve moving of the last meeting of the Executive Committee for 2009-10 away from the Annual Conference; Motion: D. Anderson; Second: D. Karcher; Motion passed (5 Ayes; 1 Nay-G. Monfette; 2 no response- R. Phillips & G. Beeler).
 - Motion to accept ratification of electronic vote.
 - Motion: D. Karcher; Second: D. Anderson.
 - Motion carried unanimously
 - (2) Meeting schedule 2009-10: (J. Barba) 11/20/09, Bakersfield; 3/12/10 Las Vegas; 6/10/10 La Jolla.
- b) New Business:
 - (1) (out of chronological order) E.D. Review process & member responsibilities (G. Monfette, written report submitted): (R. Epperson excused) report reviewed; new form implemented; all BoD responded; separate Chair & BoD ratings recorded; development of bonus-achievement policy and method discussed; review report provided to R. Epperson;
 - Motion: to approve recommendations by committee
 - Motion: J. Barba; Second: G. Beeler
 - Motion passed unanimously

- (2) Committee Chairs 2009-10: 2009-10: (J. Barba) (written list submitted)
 - (a) Women in Arboriculture (R. Epperson)
 - (b) Safety Committee: (J. Barba) still to develop tasks/needs
 - (c) ISA Hispanic Committee: (J. Barba) nothing to report.
 - (3) Bylaws: (T. Young; written report submitted) wants input from Executive Committee, who will be polled. Must be completed by Feb/10 if to allow for balloting process.
 - (4) Santiago Canyon College Request for Mailing List: approved according to current policy (in-house processing of any mailing).
- c) Other: no reports or discussion.
- 9) Open Discussion: none.**
- 10) Meeting Adjourned 3:30 P.M. (NOTE: J. Utesch, J. McCabe & S. Oka excused 2:40 P.M. due to flight schedule)**

NOTE: Several items were reported/discussed out of Agenda order, but for consistency, are reported here according to Agenda chronology. (#5-b-l; #8-b-1); some Agenda outline numbering are corrected in these minutes.

Submitted 09/10/2009, by Torrey Young, WCISA Secretary.
Revised and resubmitted 9/24/2009, by Torrey Young, WCISA Secretary.
Revised and resubmitted 11/25/2009, by Torrey Young, WCISA Secretary.

