



Western Chapter
International Society of Arboriculture
Executive Board Meeting Agenda
Santa Rosa, CA
January 26-27, 2017

Thursday, January 26, 2017 – convened on 1/26/2017 at 5:50 pm-adjourn 8:30pm Reconvened 1/27 at 8:05am -adjourned meeting by President Lisa Smith at 11:55 a.m.

Convene Meeting – Lisa Smith, President: meeting called to order 5:50pm

Roll Call (*Antitrust Statement*) see signature page included in Board Records.

Antitrust Statement Read to those present by Rose Epperson, those coming later or on 01/27 were asked to read and sign the provided roll call/Antitrust statement.

Lisa Smith, President; Rick Gessner, President elect; Carol Kwan, Vice President; Directors: Molly Sinnott, Frederick Roth, Doug Wildman, Jimi Scheid; Rhonda Wood, Past President; Walt Warriner, Treasurer (acting)/Finance Chair; Tracey Emmerick Takeuchi, Secretary; Denice Britton, COR representative; Robert Phillips, Awards Chair; Jeff Hillman, Commercial Arborist Committee; Roy Leggitt, Commercial Arborist Chair; Chad Dykstra, Marketing Chair (resigned); Nicholas Crawford, Membership Chair; John Crandell, Marketing Chair (elect); Phillip Ruiz, TCC Chair; Michael Palat, Conference Chair; Rose Epperson, Executive Director; Kathleen Mahoney, Epicenter staff; Ryan Pendleton, Epicenter staff and presenting Regional Conference meeting report.

Consider a motion to approve the Meeting Agenda

Motion Denice Britton

Second Carol Kwan

Discussion-can we amend agenda to move Nick Crawford presentation ahead to today. Will try to add him to tonight. Membership report to tonight. Rick Gessner asked about current agenda-it is updated in box

Motion carried, approved as revision

Consider a motion to approve the November 10 and 11, 2016 Meeting Minutes

Carol Kwan moved to approve

Doug Wildman second

Discussion-Camp has no C on Camp Whitsett (amend)

Approve as amended, Motion Carried

Consider a motion to approve the Consent Agenda A (written reports submitted)

- Executive Director Report
- ~~Regional Conference Committee~~
- TREE Fund
- Finance Committee
- ~~Consulting Arborist~~
- Municipal Arborist
- ~~Student Committee~~

Motion to approve a consent agenda-Carol Kwan

Second Denice Britton

Discussion- Pull regional conference –due to action item present - Pull consulting arborist report- due to action item present, and Lisa asked to pull the student committee report for review due to up-coming conference



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Carried as amended

Discussion Items: Officer/Committee updates

Officer Reports

Executive Director – Epperson-see above; RE report included. No social media report for this at this time. Bids out for various aspects of annual conference. Development meeting February 6th 7th for conference at Paradise Point Conference.

Micronesia training- 20K set aside for program in country-pass through grant for arbor global. Forest service asked that WCISA be support for their Micron outreach when granting us for our program. Guam and other Micro-n islands. Our region (5) is also the Marshall Islands, Hawaii and etc. strategic plan celebrate the relationship and development of arboriculture in the region 5 smaller areas esp.

Carol Kwan request-stats credential and membership-can we have graphical representations so we can see some trends better. ED stats file.

ISA CoR Report – Britton - Over last quarter-conference call that she did not attend: gist was that next August at annual meeting there will be a focus by ISA on who within Chapters and Core have research programs of their own and compared to Tree Fund. She expects to be asked to provide additional information at that meeting. Rose indicated that she could attend the Core meeting on Denice Britton's behalf if she cannot attend.

Washington DC student opportunity, include ambassador (10 finalists, number of travel grants in addition) one to get free conference registration (due march -1), Room reservations-by July 01/ Gaylord resort and national convention center.

July 28-30 for International Climbing Championships; North American climbing championships Oct 21-22, 2017.

Treasurer's Report – Warriner No written report

See budget report for figures Actual budget year to date vs. budget for the year not to date discussed. Round figures supplied. Budget annual, actual is December year to date. At end of year will have approximately 2000.00 dollar excess. We added 30K last board meeting for membership for income etc. See last notes. Financial statement included and budget in report

Motion to approve Carol Kwan

Second Rhonda wood

Discussion-none

Carried



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Britton Fund – Anderson - Report provided

Added new board members Libby Davidson stepped off but will stay as committee member (Palo Verde disease and fungal assay (Igor Lechan); James Downer as research chair, Katherine Joy Lin Naegele added- interested in looking at California tree failure data base. Britton Fund Ride 5-8 May ride still working on Camp Pendleton access. Feb 14th rider deadline (check date) Sponsors by 14th but no later than 20th of February. Rider rooms need to be reserved which makes knowing the scheduled riders critical to knowing so that the rooms can be reserved for the riders.

Membership - Strategic Initiative Nick Crawford 75 % increase in membership of ISA- WCISA change was 1%; modest growth is typical for the past few years. Rate change for membership anticipated to have an impact on membership levels. Needs to schedule membership meeting but has been challenged with what San Francisco has required. The lack of negative response from membership regarding dues increase was encouraging.

6:45 - Working Dinner until 7:15

Bylaws Revision – Yniguez - Most discussed changes were regarding minor language changes that reflect more current and membership levels, plus 70 grammatical changes. Discussion of each change recommended discussed. Tree Fund to be reviewed further. Review of bylaws discussed
Motion to approve the revised bylaws for voting by the general membership as discussed and as revised
Moved Jimi Scheid
Seconded Doug Wildman
Motion carried.

Board indicated that secretary did not need to take detailed notes for this discussion due to active and working document in board packet.

Awards Presentation – Phillips - Presentation and explanation of the various awards was provided to Board by Robert Phillips. Removed the person that nominated the individual for the award during voting so that there is no undue influence when Board votes.

8:30 - Adjourn for evening

Friday, January 27, 2017 – 8:00am

Convene Meeting – Lisa Smith, President 8:05am

Some members arrived late to Friday morning meeting (see sign sheet) due to missed change in start time during discussion. All were present and accounted for by 8:30.



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Discussion Items – divided into strategic focus areas – 30 minutes each

- **Membership** - Membership Committee (Report given Thurs evening)
 - **Education & Training**
 - Annual Conference- Mike Palat**

Birdhouses for center pieces.
Tree planting at Mission Bay Park in advance; tour is limited in time so this is separating off from the tour. Requested that all Board members donate an auction item.
Carbon footprint—off set carbon from commuters coming to the site discussed. Local non-profit-Tree San Diego group to benefit from Carbon trade-off, \$15.00 dollar donation per person to contribute for this.
Rose clarified the room reservation details for the attendees regarding and especially over the Sunday room situation.
 - Regional Conference (Review Financial Performance)**

Ryan Pendleton for Jim Downer not in attendance
Added committee members' representative of the various States in the Western Chapter.
Ride Share program instituted for Regional meeting attendees on website.
Put before board that they are managing more conferences than they are paid for. That the increased number of meetings should be added to the contract-no agreement on this. Little discussion from Board.
Downer asked that the rate for Regional Conferences be raised \$25 per person
Three types of trainings:
 - Skills training-no increase recommended
 - Educational sessions
 - Special events-Schwartz type etc.TRAQ is no longer included under Regionals
\$80-105 for current standard meeting price
Motion Carol Kwan that the Regional Conference rate be raised \$25 per person.
Denice Britton seconded
 - Discussion**-clarity on rate sought, what about students? Raise corresponding rate for non-Members. For an extra x amount they could become a Member. Higher increase for non-Members. \$40 for non-Members.
Suggested \$105 members/\$145 for non-members
Carol Kwan amended motion to increase Member rate by \$25 and non-Member rate \$40 dollars higher than the Member rate;
Fred Roth seconded as amended
 - Discussion**-rate increase after Annual meeting in May. Rate increase does not affect **senior or student rates at this time.**
Motion carried
 - Magazine** - Bruce Hagen not in attendance
On target from Rose Epperson-per Bruce Hagen
- Other (TCC, Muni/Comm/Cons/Uti/Spanish/WIA)**



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Action item: TCC Site / Date

TCC-Philip Ruiz

Los Angeles Lincoln Park for WCTCC 2017- June 17-18 (Father's Day weekend)

Not many picnic tables-additional picnic benches or seating can be brought in.

Closest hotels 15-20 minutes away - Sponsors lined up, volunteers lined up, get sponsors sheet to pay, trailer wrapped, photo release? Rose Epperson said include a bullet on registration that would say that images at event could be used for advertising purposes by the Chapter.

Spirit Award-made and given, Jeff Hillman making this year's. Jared Abrojena would like to have involvement in training for safety. Buying new totes for equipment.

Commercial chair-Jeff Hillman

Below is pulled from consent agenda:

Jeff Hillman- COMMITTEE REPORT WAS IN google docs and added to Board docs during meeting. See Report.

Apprenticeship program- information in submitted report

Consulting Arborist –Roy Leggitt (see provided notes from conference call)

Jan 10th 2017 conference call-James Komen brought to attention that the 10th edition of Guide for Plant Appraisal is in draft review. James Komen interested in being point person. Reference chapter, page, and line to comment on the draft of the 'Guide'. Proposed article for Western Arborist-what do Consulting Arborists do... (Komen, Lubishkoff) Molly Sinnott, Liaison to Board, -should have members from other States in Chapter represented on Committee.

More breadth than the Western Chapter can offer to Consulting Arborists. Komen, Lubishkoff- Consulting basics educational courses. Heather Crippen's (Staff) input was that summer is a slower time of year that could accommodate those types of educational opportunities. Annual focus for Consulting educational opportunities, then shift to new topic each subsequent year. Adding course material would be subject to input from board. This requires involvement of regional meeting committee. Walt Warriner (Treasurer) indicated support as a potential positive revenue source. Hawaii costs according to Carol Kwan might be higher and require review of interest levels.

- **Credentialing**

Certification /Doug Anderson: no certification report, will have meeting in spring. ISA Program overs a waiver for WCTCC competitors. Need to Incorporate into TCC event moving forward each year. Adding to registration form was posted. Discussed changing Committee from Certification to Credentialing in bylaws to maintain consistency with ISA.

- **Marketing/PR Chad Dykstra (last meeting)-Farewell from Chad Dykstra.**

Introduction of new marketing chair, John Crandall. No formal report from new Chair. The Board Welcomes John Crandall.

The Board takes a moment to thank Chad Dykstra for his service and involvement in the Western Chapter.



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- **Governance**

Finance-Walt Warriner added to finance report (approved under consent agenda) \$177 thousand (One-hundred seventy seven thousand dollars) at end of year, but as of today \$181 thousand (One-hundred eighty one thousand dollars); administrative fees are added to bottom of written report (provided).

Nominations-Walt Warriner headed, along with Rhonda Wood (Past President)

Action item: Approve Slate of Officer candidates Kevin Eckert (Hawaii) and Tom Ellis (Arizona)

Discussion- Discussed need for geographic representation of membership on board from all states in chapter. Motion Carol Kwan that we amend the proposed slate of candidates for the upcoming election to include only Tom Ellis

Molly second

Discussion about the fair and just application of our duty to the membership.

Motion voted as amended by Carol Kwan-Counted vote requested: votes Carol Kwan yeah, five other voting Board-nay.

Motion failed

Denice Britton- Motion to accept slate of board candidates on ballot as defined by committee and presented to Board.

Second Jimi Scheid

Counted vote requested-Motion vote-1 nay (Carol Kwan), five yeah-

Motion carried as moved by Denice Britton.

Old Business No old business

New Business

Student activities in San Diego (see report in board packet)

Grant funding for three students- board instruct student activities committee to return to board with action. Liaison is Doug Wildman. Many ideas discussed for student activities (fire pit, meet and greet etc.)

CTFRP Discussion - Rick Gessner-(See report provided)

Requesting that we as a board come up with a formal request to Larry Costello and Katherine Jones that we move the information in the tree failure database to a more formal shell. Britton Fund has resources to move from older platform to new, modern application that is more accessible to membership. **Place on agenda for April board meeting that Larry Costello supply a presentation re: the tree failure data base.**

Open Discussion

Planned Giving - Roy Leggitt a consideration to membership is to develop a 'planned giving' awareness-must be housed with the Britton Fund because the Chapter cannot accept charitable donations.

Strategic Plan -Thursday five pm night portion of the meeting in Porterville All day Friday into board business with recap/wrap first order of business being clearing up strategic plan. **Asked Jimi Scheid to review his schedule so that any item he wishes to have addressed is moved to the front since he will**



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not be able to stay all day on Friday previous commitment) Discussed consideration of a Past President Committee to help the Board move the strategic plan forward. (Conference calls) with current, past and next.

Adjourn- 11:55a.m. Lisa Smith, President

Next Meeting: April, 20, 21 2017 – WCISA Office, Porterville, CA

Respectfully submitted,

T. Emmerick Takeuchi, Board Secretary
April 9, 2017