



Western Chapter  
International Society of Arboriculture

Executive Board Meeting Agenda  
Holiday Inn – Porterville, CA  
April 12, 2013 - 9am to 4pm

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1. **Convene Meeting** – Dennis Swartzell, President Convened the meeting at 9:10

2. **Roll Call, -**

Dennis Swartzell - President  
Dana Karcher – President Elect  
Rhonda Wood – Director  
Dave Dockter – Director  
Robert Phillips – ISA Council Representative  
Gabe Beeler – Past President  
Gerry Miller Secretary/Treasurer  
Rose Epperson – Executive Director  
Kathleen Mahoney, Epicenter Management  
Chad Dykstra, Membership Chair  
Larry Costello – Regional conferences  
Phillip Ruiz – TCC Chair

Via go to meeting

Lisa Smith – Director  
Doug Anderson – Certification Chair  
Jim Downer – Vice President  
Helen Stone – Tree fund

Absent: Jill Caceres, Director

3. **Consider a motion to approve the Meeting Agenda**

Motion: R. Wood; Second D. Dockter  
Motion Carried.

4. **Consider a motion to approve the January 17, 2013 Meeting Minutes**

Motion: With corrections to the TCC, R. Wood; Second D. Dockter  
Motion Carried

5. **Consider a motion to approve the Consent Agenda A**

Motion: L. Smith moved, R. Wood seconded  
Motion Carried

a. Receive Committee and Officer Reports (Written)

i. Executive Director's Report –  
Epperson

ii. CoR Representative - Phillips

iii. Editor - Hagen

iv. Tree Fund - Stone

v. Certification – Anderson

vi. Regional Conferences – Costello

vii. Annual Meeting 2013 – Knight

viii. Awards - Mellinger

ix. Membership – Dykstra

x. Finance – Monfette

xi. Nominations/Elections Committee  
– Warriner/Beeler

xii. Municipal - Mann

6. **Action Items (Listed in Discussion)**

7. **Discussion Items:**

a. Committee/Officer updates

i. Officer Reports

1. Executive Director – Rose and staff are in full conference mode and are very busy.  
Californian Urban Forest Conference – Invest from the Ground up is

Tree worker renewals are at about 80%

2. Treasurer – Rose gave an update – almost  $\frac{3}{4}$  of the year is completed and we are almost in the same position as we were at this time last year, we are a bit down across the board, but some reimbursable dollars haven't come in yet. R. wood moved to accept the Treasures Report as presented; L. Smith Seconded. Motion Carried.
3. CoR Representative – Robert mentioned that a conference call is not scheduled at this time and everything is on hold till the National Meeting in Toronto. Robert suggested sending a letter to the National Board of Directors discussing the lack of activity by the CoR – needs to be from the ground level to the ISA BOD – there is not a good mechanism to bring Chapters and the National Office together – and it was agreed to write a letter containing a few bullets, including requesting an agenda in advance of the meeting.

ii. Administrative Committees:

1. Certification –Anderson ISA is willing to modify the tests, the finances going to a new formula 60% for the chapter and 40% for ISA
2. Regional Conferences – Costello – Larry requested support for funding a tree Failure coordinator as he sees it as a perfect fit for ISA – the BOD by consensus voted to draft an letter of support. In discussions with regional conferences coordinators they are happy with the process, good locations and good food are important and it would be nice to have a speakers list, the earlier the advertising the better the turn out and consider broadening the invite list. Would like more guidance concerning the registration fees, and guidance in offering to pay the cost for the speakers to attend.

There was also an discussion considering fees and refund policies after much discussion the motion moved by D. Doctor: registration refund requests processed within the 10 calendar day refund policy shall be subject to a \$10.00 dollar processing fee. D. Karchner Seconded. Motion Carried.

3. TREE Fund – Stone, Riders were signing up and
4. TCC – Ruiz – The tree climbing championships, June 15<sup>th</sup> & 16<sup>th</sup> at Griffith Park sponsors and prizes are all in order. Need to start to think about replacing the trailer and thinking of how to raise the needed funds.

iii. Standing Committees:

1. Annual Meeting 2013 – Knight (Swartzell) – were in pretty good shape – R.Wood moved to accept the WCISA Awards as presented; R. Phillips Seconded. Motion Carried.  
R. Wood moved that the BOD ratify the WCISA election results; D. Dockter seconded. Motion Carried.  
Need to look at honorary memberships this coming year
2. Annual Meeting 2014 – McCabe – Looking for a co-chair – committee is getting together and the theme is “Arboriculture on Parade”
3. Membership – Dykstra – How to find the Western Chapters next five hundred members, but in all actuality we already have those members – good mentoring = good members and we need to market ourselves better

iv. Obligatory Committees:

1. Utility – Kelly the tour will be Utility Right of Ways BMP's in Northern California

- b. Britton Fund Update – Anderson
  - i. Affiliation Agreement – R. Wood moved to ratify the agreement between WCISA and the Britton Fund Inc. with the date changed to June 30, 2016. G. Beeler Seconded. Motion Carried.
  - ii. Spoke a bit about the Richard Harris scholarship fund
- 8. New Business:**
  - a. Discussion – request of Downer:
    - i. Scholarships to students for conference attendance – Discussed and tabled till the next meeting
  - b. Request from B.Coate – Letter of Support to have landscape Architecture students help design in communities, helps the students and helps the communities.
  - c. CA Test Prep Courses
    - i. Landscape Expo
    - ii. UAA
  - d. Request from Dana Karcher –Role of the Board of directors will change, there will be a monthly tele –net meeting with an posted agenda – what we do is extremely important and we need to be effective and efficient to the membership.
  - e. Request from J. Barba – Rescue Dummy – The rescue dummy is in really bad shape and the weight is in the wrong area – we are looking at \$1,200 for replacement and it was suggested to place it in the budget or buy it using trailer renewal funds.
  - f. Conference Activities/Business meeting decided to sprinkle information throughout rather than have an formal business meeting.
  - g. Up-coming BOD Meetings: July 19<sup>th</sup> – Northern CA or Bakersfield, October 18 Long beach or Bakersfield, January 24<sup>th</sup>, Los Angeles or Orange County area, April 5<sup>th</sup> – 11<sup>th</sup> Annual Meeting Pasadena, and May 2<sup>nd</sup> Sacramento Ca.

Thank You outgoing Board of Directors:  
Dave Dockter, Director, four years  
Gabe Beeler, Past President, eight years

And to Dennis Swartzell as this was his last meeting as President.

### **Adjourn to Strategic Session – Follow up on ISA Needs Assessment**

Motion to adjourn by G. Beeler Seconded by everyone

**Meeting adjourned at 3:45**

**Minutes respectfully submitted by**

**Gerry Miller**

**WCISA Secretary/Treasurer**

