

Western Chapter International Society of Arboriculture Executive Board Meeting Minutes

August 28, 2008

Doubletree Hotel, Burlingame, California

(NOTE: Numbering coincides with meeting Agenda)

1) Meeting called to order @ 9:04 A.M. by President, Ray Morneau

2) Roll Call

Present:

- Doug Anderson, President
- Juan Barba, President Elect
- Ray Morneau, Past President
- Mike Neal, Treasurer
- Torrey Young, Secretary
- Rose Epperson, Executive Director
- Dana Karcher, Director
- Dennis Swartzell, Director
- James Downer, Director
- Bruce Hagen, Editor (arrived 10:27 AM)
- Jim Clark, ISA Representative
- Helen Stone, Regional Conferences Chair
- Jose Mercado, Tree Climbing Championship Committee Chair

Absent:

- Greg Monfette, Vice President
- Gabe Beeler, Director
- Stan Oka, Certification Chair
- Bob Squibb, TREE Fund Chair

Guests:

- Robert Phillips, Finance Committee member (arrived 9:45 A.M.)

3) Motion: to accept the current meeting Agenda, as submitted.

- Motion: D. Karcher; Second: J. Clark
- Motion carried unanimously

4) Motion: to approve the BOD meeting minutes of April 30, 2008, as submitted.

- Motion: J. Clark; Second: D. Karcher
- Motion carried unanimously

5) **Administrative and Officer Reports:**

a) **Executive Director's Report:** (R. Epperson, no written report) Reviewed and discussed various E.D. activities.

b) **Treasurer's report:** (Mike Neal, written report submitted) In view of newness to position, M. Neal deferred to R. Epperson to report. Plans to restore the quarterly Finance Committee conference calls (Chair: Jack McCabe; Members: W. Warriner, D. Jensen, R. Phillips, R. Epperson, M. Neal). Discussed implementing regular outside auditing of books and procedures.

- Motion to accept the Treasurer's report as submitted
- Motion: J. Clark; Second: R. Morneau
- Motion carried unanimously

i) Action Items

(1) Budget (D. Anderson) Budget report and discussion deferred to allow the Finance Committee time to review and advise; will then be resubmitted.

- Motion to accept the budget as a preliminary document, with the final document to be submitted at the next meeting of the Board.
- Motion: J. Clark; Second: D. Karcher
- Motion carried unanimously

(2) Britton Fund contribution (D. Anderson)

- Motion to make an annual contribution to the fund, consistent with the 2007-8 budget.
- Motion: J. Barba; Second: D. Karcher
- Motion carried unanimously

- c) **ISA Representative's report:** (J. Clark, written report) Discussed ISA plans to convert all certification exams to computerized versions; considering downsizing of ISA governance; planning to develop regional meetings, and J. Clark confirmed plans to convey WCISA concerns.

6) Strategic Initiative and Committee Reports

- a) **Initiative #1 Public Relations** (Al Remyn; report submitted) Reconfirmed that committee is very active.
- b) **Initiative #2 Membership** (D. Swartzell; written report) Discussed a possible survey, plans to submit a proposal w/goals. Costs, targets.
- c) **Initiative #3 Education & Research** (D. Anderson; written report) Reviewed submitted reports.
- **TREE Fund:** Reviewed report.
 - **Britton Fund:** Reviewed report.
- d) **Initiative #4 Tree Care Standards** (G. Beeler-absent; written report)
- **Certification** (S. Oka, absent, written report, staff provided statistics). R. Epperson raised issues with certification judges and conflicts of interest.
 - **Editor:** (B. Hagen; written report) discussed contracting with new printer and related software changes.
 - **Tree Climbing Championship:** (Jose Mercado; written report) discussed TCC training for women and lending of equipment trailer to CAA.

NOTE: (item 8-b-1) Regular agenda was deferred at this time for the Executive Director Review process. Non-voting members were excused from the room.

- e) **Initiative #5 Training** (G. Monfette, absent, written report).
- **Regional Conferences** Report (H. Stone, written report) see report.
 - **Special Interest committees**
 - (1) **Student Activities Committee** (SAC) (Barba, written report) discussed discount options for various fees.
 - (2) **Commercial Arborist:** deferred to next meeting in view of recent Chair appointment.
 - (3) **Municipal Arborist:** deferred to next meeting in view of recent Chair appointment.
 - (4) **Utility Arborist:** deferred to next meeting in view of recent Chair appointment.
 - (5) **Consulting Arborist:** deferred to next meeting in view of recent Chair appointment.
 - (6) **Spanish Arborist:** (J. Mercado, no report) seeking assistance from members as translators and speakers in Spanish.

7) Annual Meeting Reports:

- a) **2008** (D. Anderson, verbal & written report discussed pre-conference planning & results for 2008.
- b) **2009** (R. Morneau, verbal) Jack McCabe is serving as Program Chair.
- c) **2010** (J. Barba, verbal) Doubletree hotel in Tucson is site; Committee mtg. on 9/5/08; conference date is 4/21/2010.

8) Discussion/Action Items:

- a) **Old Business:** D. Anderson intends to comply with current bylaws.
- (1) **Committee Chairs:** (H. Stone) Partial list provided by D. Anderson, in process.
 - (2) **ISA Leadership Workshop:** Will be attended by J. Downer.
- b) **New Business:**
- (1) **Executive Director Review** (G. Monfette): See note after item #6d (Secretary and all other non-voting attendees excused from room, i.e., no minutes taken)

- 9) Open Discussion:** Discussed vouchers for free registrations for volunteer speakers. Policy already exists.

10) Meeting Adjourned 4:00 P.M

Submitted 09/11/2008, by Torrey Young, WCISA Secretary.

