

Western Chapter International Society of Arboriculture Executive Board Meeting Minutes

November 7, 2008

Doubletree Hotel, Burlingame, California

(NOTE: Numbering coincides with meeting Agenda)

- 1) Meeting called to order @ 9:12 AM by President, Doug Anderson
- 2) Roll Call

Present:

- Doug Anderson, President
- Juan Barba, President Elect
- Greg Monfette, Vice President
- Ray Morneau, Immediate Past-President
- Jim Clark, ISA Representative
- Gabe Beeler, Director
- Dennis Swartzell, Director
- James Downer, Director
- Torrey Young, Secretary
- Rose Epperson, Executive Director
- Stan Oka, Certification Chair
- Robert Philips (arrived 9:30AM)

Absent:

- Dana Karcher, Director (participated via phone report)
- Mike Neal, Treasurer
- Bruce Hagen, Editor
- Helen Stone, Regional Conferences Chair
- Jose Mercado, Tree Climbing Championship Chair
- Bob Squibb, TREE Fund Chair

- 3) Agenda for Meeting 11/07/08:

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

- 4) Minutes of meeting 08/29/08

- Motion: to approve the BOD meeting minutes of August 28, 2008, as submitted.
- Motion: J. Barba; Second: G. Monfette
- Motion carried unanimously

- 5) Administrative and Officer Reports:

- a) Executive Director's Report: (R. Epperson, written report submitted) Discussed insurance issues and role of ISA in insurance; introduced ISA plans for regional educational meetings, w/o chapter communication; J. Clark to write letter re. dual roles of ISA staff as volunteer leadership (e.g., Derek Vannice).
- b) Treasurer's report: (R. Epperson for M. Neal; written report submitted)
 - Motion to accept the Treasurer's report as submitted
 - Motion: J. Clark; Second: D. Swartzell
 - Motion carried unanimously
- c) Finance Committee Update: (J. McCabe, absent; written report submitted) Received advice to move money, BoD not in agreement, direction given to ask for an investment plan to review.
- d) SA Representative's report: (J. Clark, submitted written report) Reviewed ISA Conference.

- 6) Strategic Initiative and Committee Reports

- a) Initiative #1 Public Relations (Al Remyn; written report submitted by R. Epperson)
- b) Initiative #2 Membership (D. Swartzell; written report submitted) Discussed expired member promotion, 2% return produced double cost in dues; will tabulate survey results and report to BoD.

- c) Initiative #3 Education & Research (D. Karcher; R. Epperson wrote report, submitted; D. Karcher reported by conference call.)
 - i) TREE Fund: (D. Anderson; written report submitted) Discussed plans for 2009 Reno bike ride; silent auction planned, Stump-the-Chump, planned.
 - ii) Britton Fund: (D. Anderson; written report submitted) Work day progressing for Catalina Island.
 - d) Initiative #4 Tree Care Standards (G. Beeler; written report submitted) Successful efforts against unlicensed activity in N. CA; difficulty soliciting cooperators for a program in S.CA.
 - i) Certification (S. Oka, written report submitted) BCMA fee issue not resolved; K. Eckart to write letter relative to CTW transfers.
 - ii) Editor: (B. Hagen, absent; written report submitted)
 - iii) Special Interest Committees: no reports
 - e) Initiative #5 Training (G. Monfette, written report submitted) Discussed RFP for certification training, duration, announcements for RFP; submitted for comment.
 - f) Regional Meetings (H. Stone, absent written report submitted)
 - i) Special Interest Committees:
 - (1) Student Activates Committee (J. Barba)
 - (2) Spanish Arborist (J. Mercado) discussed changing role and new volunteers
 - ii) Annual Meetings:
 - (1) 2009 (R. Morneau; no written report) reviewed draft program; new dates: 05/04-08/2009
 - (2) 2010 (J. Barba) Committee met for first time; next meeting 12/2/08; construction issues raised w/hotel.
- 7) Discussion/Action Items:**
- a) Old Business:
 - i) Policy and Procedures Manual revision; tabled to next meeting.
 - b) New Business:
 - i) Insurance quote
- Motion: to approve insurance quotation as presented.
 - Motion: J. Barba; Second: J. Downer
 - Motion carried unanimously
 - ii) Bylaws: typographical adjustments discussed, to be corrected by staff.
 - iii) Executive Director Review process to be added to Bylaws; tabled, further discussion needed.
- 8) Meeting Adjourned 2:52 PM**

Submitted 12/01/2008, by Torrey Young, WCISA Secretary.

