

**Texas Chapter ISA  
Board Meeting Minutes  
December 8 & 9, 2011  
Camp Allen  
Navasota, TX**

**Members Present**

Patrick Brewer  
Greg David  
John Giedraitis  
Paul Johnson  
Oscar Mestas  
Markus Smith  
John Warner

Keith Brown  
Kelly Eby  
Susan Henson  
Emily King  
Kevin Patton  
Michael Sultan  
Todd Watson

**Members Absent**

Russell Peters  
Pat Wentworth

- I. **Call to Order:** The meeting was called to Order by Keith Brown at 10:40.
- II. **Approval of Minutes:** A motion was made by David to approve the Minutes of the May 8 meeting with one spelling correction and two punctuation corrections; motion seconded by Watson; motion passed.
- III. **Welcome New Board Members:** Each Board Member introduced themselves.
- IV. **Overview and Goals:** President Brown went through the committee members list. There was some discussion on the need to have more members in the Houston area. Brown will contact Russell Peters to find his interest in continuing on the Board.
- V. **Texas Chapter Outline:** Covered in the Overview and Goals.
- VI. **Reports:**
  - a. **Treasurer:** Walterscheidt presented a report on the accounts that ISAT has currently.

- b. **Editor:** Mestas stated the need for more articles for the Newsletter.
- c. **Liaison:** Giedraitis reported on the structure of ISA and that they are working on the By-Laws.
- d. **Executive Director:** Walterscheidt reported that if anyone has comments about the office to visit with him.

e. **Committee Reports**

I. **Conference 2011:** There was discussion on the need to book the conference 3-5 years in advance. A draft RFP will be put together for review. There was some discussion on how to alternate the conference North-Central-South-Central-North etc. A conference selection committee will be chaired by Warner with Johnson and Henson on the committee.

II. **Conference 2012:** It will be held in Waco. Final dates yet to be determined.

III. **Tree Climbing Championship:** There was discussion about the TTCC losing money each year. Instead of a workshop there may be judges training on the day prior. It will be held in Austin.

IV. **Arbor Day:** Likely will be in West Texas somewhere on the last Friday in April.

V.. **Certification:** Will be done by phone on Friday.

VI. **Membership:** A survey will be done to see what members want. We need to actively work on “Texas Only Members”. It was suggested that a business card size information sheet be developed to give to the “fly-by-night” companies about ISAT.

VII. **Educational Services Working Groups:** The working groups will be as follows:

Master/Arb—Sultan, Smith, Watson, David  
Municipal Specialists—Eby, King co chair, Brewer Johnson  
Tree Worker—Brown, Carse  
Utility—Patton

There was a listing of programs we offer each month and we are quite active.

Spencer will develop a document that will be a standard contract with speakers.

VIII. **Awards:** Information will be sent out in July or August.

IX. **Historian:** No report

X. **Publicity/PR Liaison:** There was discussion on developing a funding mechanism for PR. Possible use of utility inserts on the need to water trees. Other items discussed were cross marketing with TNLA on growing trees with proper root systems.

XI. **Scholarships:** Some discussion on A&M not giving out a scholarship. Perhaps we need to widen the scope of who can get a scholarship. Perhaps some programs such as Geography. Brewer will look into other fields. Texas Tech may need to be considered.

XII. **Research:** The oak wilt injection research program we help fund has been initiated. We need to fund raise dollars for research. A committee to work on fund raising and finding research needs was named with Brewer as chair and committee members of Smith, Sultan, and Watson.

XIII. **Membership:** Already done earlier.

XIV. **Finance:** Done Friday a.m. David distributed the draft budget. Some small changes were made on several items. The updated budget will be distributed. A motion was made by David to accept the changed draft budget; seconded by Smith; motion approved.

XV. **Vendors & Sponsors:** We need to develop a survey for vendors and use quotes when trying to get more vendors. We will check on prices charged vendors by other chapters and conferences.

**A recess was called until Friday morning at 8:00 when an Executive session was held from 8:00 to 9:15. Finance was the first item on the General Session but is reported in item XII above.**

XVI. **Nominations:** We need to use the Newsletter to solicit. We may be able to do nominations and voting electronically with photos of the nominees. Also a commitment letter will be sent to nominees.

XVII. **Website:** It is well formatted and is the filing cabinet for ISAT. We need to make it more usable by consumers.

XVIII. **Legislation:** Patton will do this for the next year.

XIX. **Student Liaison:** Watson has done this and will continue if work is needed.

**At this point Item V was done via phone with Pat Wentworth. He reported we have 883 certified arborists in Texas. He also reported on the problems with ISA leaving off Texas CEU information.**

## VII. Unfinished Business

- a. **Habitat for Humanity:** This program never materialized.
- b. **2012 Climbing Workshop:** Already covered.
- c. **2012 Workshops and Conference Planning:** Already covered.
- d. **2016 Conference:** Will be held in Fort Worth.
- e. **Association Liaison:** Watson and King will do. Patton will man the booth at UAA meeting. A motion was made by Johnson to obtain a sales tax permit; seconded by Smith; motion passed. Walterscheidt will get it.
- f. **Capitol Trail of Trees:** It is available online.
- g. **Research Grant:** Already covered.
- h. **Plant Appraisal Guide Supplement:** David discussed the need to do further research on the Unit Tree Cost when the new Guide is published. To keep us up to date in the meantime David made a motion to up the Unit Tree Cost to \$78.00 effective immediately; motion seconded by Smith; motion approved.
- i. **Advertising on the Trailer:** There was some discussion on price and how to do this.. Also there was discussion on removal of the decals from the old trailer.
- j. **Leadership Workshop:** Henson told about the workshop for 2011. There were lots of people from chapters outside of North America. It was recommended that we send three people next year.

## **VIII. New Business**

- a. Storage of Trailers:** Nevic has them and they are in a safe place.
- b. Texasoakwilt.org:** There is some concern that their video is not accurate. No decision was made on what to do about it.
- c. Watson:** Watson discussed the need to develop a program for nurseries to grow quality material. Watson will work on this and the Board agreed that there was a need.  
Watson also wanted to look into licensing of arborists. He will follow up on this.
- d. ED Committee:** Brown appointed a committee with Johnson as chair with Giedraitis, Mestas, King and Watson as members to look into the selection of an Executive Director when Walterscheidt retires.
- e. Special Projects:** A motion was made by Giedraitis to set aside \$2,000 from Special Projects to develop a video that looks at trees and drought; motion seconded by Smith; motion passed.

**IX. Next Board Meeting:** The next Board meeting will be on Feb. 24 in Elgin at 10:00 a.m. A May Board meeting will be held in Waco on May 11 at 10:00 a.m. Henson will get a room for this.

**X. Adjourn:** A motion was made to adjourn; motion seconded; Meeting was adjourned at 12:10 p.m.

Respectfully:

Michael J. Walterscheidt  
Executive Director