

**Texas Chapter International Society of Arboriculture  
Board of Directors Meeting Minutes**

July 19, 2013

**Board Members Present:**

Susan Henson  
Michael Sultan  
Keith Brown  
Markus Smith  
Oscar Mestas

Emily King  
Terry Kirkland  
Vincent Debrock

**Board Members Absent:**

Misti Beirne  
Orlando De La Garza  
Ed Dolphin  
Lee Evans

Margaret Hall Spencer  
Greg David  
John Warner  
Xavier Leal

**Others Present**

Paul Johnson, ISA BOD, TFS  
Brad Hamel, TFS Austin Region

John Giedraitis, Executive Director

**I. Call to order**

Susan Henson called to order the regular meeting of the ISAT Board of Directors at 10:45 am on July 19, 2013 at the Waco Hilton, Texas. A quorum was declared present.

**II. Approval of minutes from last meeting**

**A motion was made by Smith to approve the Minutes of the April 12, 2013 meeting, motion seconded by Kirkland. Motion passed.**

**III. Welcome and Introductions**

Johnson introduced Brad Hamel, the new regional urban forester in Austin. He also noted that Mark Kruze, formally city forester of McAllen is the new regional forester in San Antonio.

**IV. Reports**

- a) Finance/Treasurer: No report. John presented the Profit and Loss statement and Balance Sheet. He noted that current assets are \$173,303.37.
- b) Editor: Mestas reported that folks are sending in articles. Please submit articles before the 15<sup>th</sup> of the month before the newsletter is sent out.
- c) COR: No report. Giedraitis reported that the ISA operating agreements would be reviewed at the International conference in Toronto.
- d) Executive Director: Giedraitis reported that he has two basic functions: manage the day-to-day Chapter business and assist committees. On the day-to-day business of the Chapter: Membership: 775 ISA members, 683 Texas/ISA, 91 just ISA, 11 just Texas – 103 new chapter this year and 580 chapter renewals this year. Expect to be at about 800 by year

end. Assisting Committees: will be covered under Committee Reports.

e) Committee Reports

- (1) Arbor Day: Debrock reported that it was held in Bastrop on April 26. ISAT hosted a display booth with our new flags secured by Evans. Arbor Day II will be held on Nov. 1 in Rep. Farias' district since he sponsored the Bill to move the Arbor Day date. Perhaps the City of Windcrest. ISAT will cosponsor with TFS. No additional funds are being requested by TFS.
- (2) Conference 2013: Sultan reported that the conference is on track. The Academy will be a one-track indoor workshop. Coder will handle the morning Academy session. Brochure will go out soon to all members. Hotel and Conference Center contracts have been signed through 2016.
- (3) Texas Tree Climbing Championship: Bassett was not present and Brown reported that things were well run. Texas Tree Climbing Championship. Kevin Bassett and Guy LeBlanc coordinated 36 competitors in Bob Woodruff Park in Plano, Texas May 17-18. Aerial Rescue Workshop. Mark Chisholm instructor, 38 attendees, May 16. Brown reported that Kevin Bassett is willing to be TTCC chair through the 2016 International Tree Climbing Championship. Bassett has looked at San Marcos for next year. Debrock said to call him for local support.
- (4) Certification: Beirne not present but sent in a report. 962 Certified Arborists, 16 BCMA, 67 Utility, 32 Municipal, 30 Tree Worker Climber Specialists. There will be five exams this year.
- (5) Membership: No report.
- (6) Workshop Committees: Sultan reported
  - (a) Oak Wilt ID and Management. 9<sup>th</sup> annual in Austin June 12-13, 28 attendees. Sold out quickly
  - (b) TRAQ was held on July 10-13 at the Garden Center in Fort Worth. Skip Kincaid instructed and all 20 slots were filled. Greg David and Michael Sultan coordinated. Sold out quickly.
  - (c) Hitch Climbers Guide to the Canopy. Promoted the event for ISAT logos on materials. June 7 in Fort Worth.
  - (d) Certified Tree Worker Test. June 8-9, 7 attendees in San Antonio. Brown reported that Spanish is an issue to overcome and that it will probably be in the Fall in Austin.
  - (e) Bilingual Tree Worker Workshop. With the San Antonio Arborist Association on April 11 - 40 in English section and 150 in the Spanish track. Planning on doing it again next year. Was a sellout.
  - (f) Johnson reported that Paul Reis has put together a Municipal Specialist preparation program that will be unveiled at the Pacific Northwest Conference. It is something that ISAT could consider for next year.
- (7) Governance: No report. A Policy and Procedure page is linked to the Board of Directors page on the website.
- (8) Awards: There will be a three person judging committee. ISAT/TUFC/TFS. Paul Johnson asked who is interested in serving on the Awards Committee. Sultan and Smith volunteered. Deadline is September 6, 2013.
- (9) Historian: No report. King noted that her husband may be available to take photos at the Conference.
- (10) Publicity: No report.
- (11) Scholarships: Warner not present. Henson reported that Warner is working on policies and procedures and will report back soon. Giedraitis reported that Chris Engelbrecht, a ISAT

scholarship recipient from SFA sent a nice thank you letter to the Chapter. Also, ISAT had sponsored Keith O'Herrin's master's work and he has send ISAT his final paper entitled, *A Description of Texas Municipal Forestry Programs: How Critical Programs Elements Vary According to City Size, Expenditures, and Assistance from the State*. This paper has been posted to the ISAT website.

- (12) Research: No report. Henson reported that the committee is working on policies and procedures.
- (13) Vendors and Sponsors: Smith reported we are ahead of last year on our sponsors and exhibitors. For the Tree Climbing Championship, there were five Signature Sponsors (Vermeer, Posten, Stihl, Arborilogical Services and Bandit Industries) and four Exhibitors (Tracked Lifts, Sherrill Tree, Pinnacle Arborist Supplies and J.L. Mathews) and four Gold Sponsors (Austin Tree Experts, They Might Be Monkeys, Amarillo Arborilogical and Earth Day Dallas). ArborMaster supplied the prize package again. For the Texas Tree Conference, we have 13 Sponsors and Exhibitors signed up. There will be several more email blasts before the conference. Smith asked every Board member to contact Time Mfg in Waco and ask them to be a conference sponsor. <http://www.versalift.com> 254-399-2100.
- (14) Nominations: Brown reported that an email to members asking for nominations went out last week. Nine nominations have been submitted to date. Brown reported that he will be calling Board members and make sure that they have the time to continue to commit as a Director to the ISAT Board. Henson will contact Spencer about the COR position. Brown requested that Giedraitis check the minutes and send him the Board attendance record. Smith noted that there is a learning curve for new Board members and that it may be time to consider a three-year term. Henson noted that there may be up to nine Director positions available per the Bylaws.
- (15) Legislation: Kirkland reported that the Legislative Session is over. Janet Monear and King helped to get him up to speed. Rep Farris' HB 419 was passed to change the state Arbor Day to the First Friday in November. Gov. Perry signed it on May 18<sup>th</sup>. HB 1377 and HB 1858 did not make it to the floor.
- (16) Digital Media: No report.
- (17) Outreach Liaison: Debrock reported that ISAT is awarding the Texas Tree Foundation \$1,000 as a sponsor for the Designing Tree Focused Resilient Communities workshop. It will be in Richardson on August 23 and James Urban will be the featured speaker. This workshop fits with the Outreach Committees theme of helping landscape architects and developers to understand the impact on trees. Henson noted that we will have a booth at the TNLA Expo this year. Evans has repaired the booth and Vincent has it now. Evans has also made up a booth canopy display for use at events.

## V. Unfinished business

- a) ISAT – ISA Operating Agreement – Spencer. Giedraitis reported that the North American OA's are done and will be presented at the COR meeting at the annual conference in Toronto.
- b) Tree Trails support to TUFC – Warner. Due to a lack of quorum (Henson and Sultan are on TUFC) Henson will proceed with an email vote to award TUFC \$5,000 to fund teacher stipends for the Texas Tree Trails project with reporting.

## VI. New Business

- a) ISAT to ISA video clip for the welcome at the international conference - Henson
- b) Texas Chapter dues discussion – Henson. **Kirkland made a motion to raise the Texas Chapter dues for 2014 by \$5. Brown seconded. Motion passed.**

- c) Reciprocal conference registrations ISAT/TVMA – Henson. **Smith made a motion to give a reciprocal conference registrations/exhibitor with TVMA. Debrock seconded. Motion passed.**
- d) Registration for volunteers at the annual conference – Smith. **Smith made a motion to provide 50% off Conference registration to qualified volunteers to be decided by Conference Chair not to exceed \$3,000. Debrock seconded. Motion passed.** (President, Conference Chair, Exhibit Chair, IT/AV, Moderators if more than ½ day)
- e) Policy and procedure for ISAT legislative activities – David. Tabled
- f) Earmark \$25,000 for possible revenue loss at 2016 ISA Conference – David. **Smith made a motion to earmark \$25,000 from ISAT reserves for possible revenue loss at the 2016 International ISA Conference in Fort Worth. Sultan seconded. Motion passed. Smith made a motion to authorize Susan Henson to negotiate a base rate plus a percentage of revenue for the 2016 ISA Conference. Brown seconded. Motion passed.**
- g) **Smith made a motion for the Board to pass a resolution for ISAT to make Giedraitis trustee of the Government Bond Mutual Fund account. Debrock seconded and the motion passed.**
- h) ISAT Website Update: Brown. Asked Giedraitis to contact Robert O'Brien to get a price on a new 'look and feel' for our website.

## VII. Next Meeting

The next Board Meeting will be the annual membership meeting in Waco on October 4, 2013 at 8am in Waco.

## VIII. Adjournment

Susan Henson adjourned the meeting at 3:30pm.

Minutes submitted by: Giedraitis