

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

December 11, 2015

Board Members Present:

Vincent Debrock
Markus Smith
Michael Sultan
Lara Schuman
Nina Alexander
April Rose
Rebecca Johnson

Nevic Donnelley
Gene Gehring
Jim Carse
Jim Dossett
Matt Churches
Jim Carse

Board Members Absent:

Matt Grubisich
Misti Perez

Micah Pace
Keith Brown

Others Present

John Giedraitis, Executive Director

I. Call to order

Vincent Debrock called to order the regular meeting of the ISAT Board of Directors at 9:49 AM on December 11, 2015 in College Station, Texas. A quorum was declared present.

II. Approval of minutes from last meeting

The June minutes were approved at the October meeting. No minutes from the October meeting.

III. Welcome and Introductions

IV. Executive Director Report

Executive Director: Giedraitis report is attached. (1)

V. Committee Reports

- a) Governance: Debrock. Will be looking at a policy on co-sponsoring events.
- b) Finance/Treasurer: Brown. P&L and Balance Sheets are attached. (2-4)
- c) Editor: Johnson. Johnson reported that she has taken over the duties from Oscar Mestas. Please submit articles by the 15th every other month. In the Shade Advertising form is attached. (5)
- d) COR: Sultan stated that he is the connection between ISAT and ISA so get with him if there are any concerns. Report is attached. (6-7)
- e) Certification: Perez mailed in the attached report. (8)

- f) 2017-2019 Texas Tree Conferences: Smith reported that he has reserved the dates and received preproposals from the Waco Convention Center.
- g) Texas Tree Climbing Championship: Markus Smith reported for Kevin Bassett that the TTCC and pre-climb workshop will be held in May in New Braunfels again this year. 2016 will be Bassett's last year as Chair. Smith and Jim Dossett have agreed to co-chair in 2017.
- h) Arbor Day: Alexander. Will be held the first Friday in November with TFS.
- i) Membership: Weaver reported that he will be updating the membership brochure and organizing welcoming calls to new members.
- j) Educational Events Committee: Rose outlined the subcommittee chairs and presented a draft schedule of workshops. A new sub-committee was formed to work with TFS on the Oak Wilt Workshop and Certification/Qualification. Also, a new sub-committee was formed to work with TFS on the new Fire Smart Curriculum. **A motion was made by Donnelly to provisionally adopt the Texas A&M Forest Service fire education program through the testing phase. Motion was seconded by Schumann. Motion passed.**
Rose also reported that the Masters Series may be a workshop on Biomechanics this winter and that a mini-conference may be scheduled for October. Alexander and Churches are looking at a possible utility workshop this year. CenterPoint may also sponsor a workshop this year. The 2014-2015 events report is attached. (9)
- k) Publicity: Debrock noted that there are extra funds put into the 2016 draft budget for this committee. A TFS marketing report on the Trees Are Key podcast was discussed as a possible template for the ISAT publicity program. The goal is to promote the use of Certified Arborists. Pace and the rest of the committee will review the TFS report and make recommendations to the Board.
- l) Scholarships: Churches reported that the poster session at the Conference was a success with eight posters. Student attendance as up this year.
- m) Research: Gehring reported on his trip to the TREE Fund as ISAT TREE Fund Liaison and submitted the attached report from that meeting. (10-13) He also noted that the TREE Fund would like the Chapter to financially assist riders in the Tour de Trees and help to solicit more riders. He reported that ISAT can set up a Texas Research Trust within TREE Fund with a 7% OH. Ron Billings made a presentation on the Texas Forest Pest Management Cooperative and **Smith made a motion for the ISA Texas Chapter to join the Forest Pest Management Cooperative for 2016. Motion was seconded by Schumann. Motion Passed.** A FPMC flyer is attached. (14)
- n) Sponsors and Exhibitors: Carse reported that this year was a record for exhibitors. He also noted that ISAT has sent its exhibitors and sponsors list to ISA to use for the 2016 Fort Worth Conference and San Antonio Tree Climbing Competition and Arbor Fair.
- o) Nominations and Elections: Smith. June 15th request for nominations, July 15th nominations due and August 15th voting ends. ISA will assist again with online voting.
- p) Legislation: Alexander reported that the Texas Forestry Association is beginning a process to look at a state level forester licensing process and that there may be an opportunity to create a license for arborists. Smith volunteered to help gather information to report back to the Board.
- q) Digital and Social Media: Weaver volunteered to chair the committee.
- r) Awards: Smith noted that TFS is willing to cohost the awards at the 2016 Fort Worth ISA Conference.

VI. Old Business

- a) 2016 ISA Conference in Fort Worth: Carse reported that there have been two conference calls so far and that the Conference and ITCC/Arbor Fair have split and each are holding their own committee meetings with ISA. Dec. 4th was the speaker submission deadline and there will be another call on Dec. 15th. All the sub committees are in place and working. Courtney Blevins is co-chair and has reached out to the affiliate organizations (UAA, SMA, SCA) to help them organize their Wednesday meetings. Carse also noted that the Chapter Party will be held in the foyer on Tuesday evening and the awards will be held in an adjacent room. There was also a discussion on ISAT sponsoring the TREE Fund auction on Monday.
- b) 2016 ISA ITCC San Antonio: Schumann (Arbor Fair and Academy) reported that there have been several conference calls with committee members and ISA. The committee has presented ideas for slots at the Academy and there will be a mix of in and out of state speakers. The Children's Area will be expanded. Publicity will be included in the newsletter.

VII. Old Business

- a) Whistle Blower and Conflict of Interest Forms – new members signed the required forms.

VIII. New Business

- a) Lady Bird Johnson Wildflower Center – funding proposal for installation of the Hall of Texas Heroes. **Schumann made a motion to provide the Wildflower Center with \$2,500 to assist with the Hall of Heroes. The motion was seconded by Gehring. Motion passed.** The proposal is attached. (14-15)
- b) 2016 Update to the Texas Tree Appraisal Supplement: **Smith made a motion to accept the changes as presented. The motion was seconded by Dossett. Motion passed.**
- c) Budget: **Schumann made a motion to accept the proposed budget as amended. The motion was seconded by Sultan. Motion passed.** The adopted budget is attached. (17)

IX. Next Meeting

The next Board Meeting will be in Waco at 10:30 AM on March 4th, 2016.

X. Adjournment

Vincent Debrock adjourned the meeting at 1:38 PM.

Minutes submitted by: Giedraitis

ISAT Dec. 11, 2015 Board Meeting

Action Items (deleted as completed)	Board Member		Comments
Governance: Policy on co-sponsoring events	Debrock		
TTC: Negotiate 2017-2019 dates and contracts with Waco Convention Center and Hilton/Courtyard	Smith		End of Summer?
Membership: Update brochure and call new members	Weaver		
Ed Events: Develop annual outline of events for approval	Rose		
Ed Events: Fire Smart: Work with TFS on program	Donnelly		
Ed. Events: Oak Wilt: Work with TFS on program	Gehring		
Publicity: Review TFS marketing report for possible use	Pace		
Redo ISAT website with Drift Creatives	Giedraitis/Brown		
Elections: Nominations due in July	Smith		
Legislation: Arborist Licensing	Alexander and Smith		
Awards: Schedule for nominations and presenting	Smith		
Publicity: \$2,500 donation for Hall of Texas Heroes	Debrock		
Appraisal Guide: post new supplement to web and store	Giedraitis		

ISAT June 5, 2015 Board Meeting

Action Items (deleted as completed)	Board Member		Comments
Redo ISAT website with Drift Creatives	Giedraitis/Brown		

ISAT March 27, 2015 Board Meeting

Action Items (deleted as completed)	Board Member		Comments
Create committee to look at lack of arboricultural and urban forestry research, education and extension publications	Dossett	<input type="checkbox"/>	