

**ISA Texas Chapter  
Board of Directors Meeting  
November 13, 2009  
Round Rock, TX**

**Members Present**

Sarah Brackin  
Keith Brown  
Greg David  
John Giedraitis  
Paul Johnson  
Todd Watson

Heather Brewer  
Jim Carse  
Nevic Donnelly  
Emily King  
David Vaughan  
Pat Wentworth

**Members Absent**

Susan Henson  
Hans Williams

**Others Present**

James Tuttle

**I. Call to Order:** The meeting was called to order by President Carse at 10:02 a.m.

**II. Approval of Minutes:** A motion was made to approve the Minutes of the May 15 Board Meeting; motion seconded; motion approved.

**III. Reports:**

**a) Treasurer:** The treasurer's report was given by Walterscheidt. A motion was made to approve the treasurer's report; motion seconded; motion approved.

**b) Editor:** Johnson gave the editor's report and said that the last Newsletter was filled and we could have had more. A motion was made to increase the Newsletter budget to meet the size needs of each issue; motion seconded; motion approved. Johnson will get the information on costs to go to color for the next Board Meeting.

**c) Liaison:** Giedraitis discussed the changes in the ISA Board.

**d) Executive Director:** Walterscheidt said all is going well with the ISAT office.

**e) Committee Reports:**

**Convention 2009:** Carse thanked everyone for their help and noted that the Convention made over \$20,000 in profit.

**Convention 2010:** Watson led a discussion about the 2010 Convention that is to be held in College Station.

**TTCC:** Donnelly and Brown discussed the TTCC. A motion was made to allow the TTCC committee to set up a blog on the ISAT Website; motion seconded; Motion approved.

**Arbor Day:** It will be a two-day event on the last weekend in April.

**Certification:** Wentworth discussed the certification and noted that Certification makes a lot of money for the Chapter.

**Membership:** Walterscheidt reported that the 2010 memberships are coming in now.

**Educational Services Working Groups:**

Vaughan reported they are working on a program SFA to do a 1-2 day program next year. Also thinking of doing a James Urban "Up by Roots" program in Austin and Dallas in April and May.

Brown talked about the Certified Tree Worker and said Austin is the only city currently able to host the program.

**Awards:** Giedratz noted the need for nominations.

**Historian:** Brewer needs photos of seminars and other workshops.

**Publicity:** Currently vacant, but Tuttle will do this.

#### **IV. Old Business**

**a) Audit:** A motion was made to get a sales tax permit; motion seconded; motion approved. Walterscheidt will get the permit. Brakin will get the audit in motion.

#### **V. New Business:**

**a) Editorial Policy & Email option for Newsletter:** Johnson will bring a draft policy to the next board meeting. The January issue will have an article on opting out of the hard copy of the Newsletter.

**b) Plant Appraisal Committee:** Pat Wentworth is chair of this committee and will appoint a committee to start work on this.

**c) ISAT Staffing:** Carse will develop a job description on a Special Events Coordinator and bring it to the next meeting.  
Watson will try to work with Mark Wieland for the Arboriculture 101  
And report his results at the next Board Meeting.

**d) Habitat for Humanity:** There was some discussion on this topic and the Board showed interest. A committee of Mike Walterscheidt, Beth Walterscheidt, Pat Wentworth, Nevic Donnelly, and Emily King will meet with the state director in January to discuss possible involvement.

**e) Budget:** A draft budget was presented by Walterscheidt. It will be discussed at the next Board Meeting.

**f) Signatures on Banking Items:** A motion was made to remove Courtney Blevins a co-signer on all banking items and insert Paul Johnson as a co-signer; motion seconded; motion passed.

**VI. Next Board Meeting:** The next Board Meeting will be on Friday, Feb. 5 in Elgin at 10:00 a.m.

**VII: Adjourn:** A motion was made to adjourn; motion seconded; motion approved.  
The meeting was adjourned at 12:25 p.m.

Respectfully

Michael J. Walterscheidt  
Executive Director