



**Texas Chapter International Society of Arboriculture
Board of Directors Meeting Minutes
Internet GoToMeeting - November 19, 2020**

Present:

A.J. Thibodeaux, President	Priscilla Files, Director	Beth Corbin, Director
Jason Alfaro, Past President	Ronny Nelson, Director	Oscar Mestas, COR Liaison
Mark Bird, President-Elect	Star Quintero, Director	Jesse Neumann, Cert. Liaison
Rebecca Johnson, Vice Pres	Gary O'Neil, Director	John Giedraitis, ISAT Exec Dir
Heather McKnight, Editor	Rachel McGregor, Director	Misti Perez, Mem Servs Spec
Neil Manich, Treasurer	Amy Heath, Director	James Theiss, TNLA
Kirsten Schneider, Director	Haywood Morgan, Director	Paul Johnson, TFS, ISA

I. Call to order

- a. President Thibodeaux called to order the ISAT Board of Directors at 2:17 PM on November 19, 2020. A quorum was declared present.

II. Approval of minutes

- a. **A motion was made by Alfaro to accept the September 10, 2020 Board meeting minutes. Bird seconded, and the motion passed.** (p. 3)
- b. **A motion was made by Bird to accept the September 25, 2020 Board meeting minutes. Files seconded, and the motion passed.** (p. 4)

III. Executive Director Report

- a. Giedraitis reported that the COVID-19 pandemic is still affecting operations. He noted that the Texas Tree Conference in Waco was cancelled since the Waco Convention Center could not confirm hosting the event. He also noted that ISAT held a successful virtual Texas Tree Conference online in October and November. He also presented a Quick Stats overview chart and noted that other Quick Stat slides are discussed as part of the committee reports. (p. 5)

IV. Committee Reports

a. Educational Events Committee

- i. Johnson reported that the committee is preparing the 2021 event schedule, but the COVID-19 meeting restrictions make this difficult. She also noted that she is forming a committee to schedule and create webinars. (p. 6)

b. Texas Tree Conference

- i. Bird noted that the committee has been formed and it plans on hosting both a live and virtual conference in Waco at the end of September. He reported that the three-year Convention Center and Hotel contracts will need to be executed in 2021. (p. 8)

c. Texas Tree Climbing Championship

- i. Schneider reported that Markus Smith has the new trailer and will be working on signage and shelving. She reminded the Board that the 2020 event was cancelled and noted that the committee is deciding on where and when to host the event in 2021. (p. 9)

d. Member Services

- i. **Newsletter.** McKnight reported that she is the new editor and that she is familiarizing herself with the process. She noted that she would like each committee to get her one article per year. (p. 10)
- ii. **Digital and Social Media.** McGregor reported that followers are increasing and there are now regular twice a week posting. (p. 12)
- iii. **Membership.** Files noted that there are 1,049 ISAT members. She also reported that the Three-Year Membership plan to increase, retain and involve members is being implemented and the ArborChats for interest groups are continuing. She also noted that a new member benefit flyer has been produced. There are plans to send out the

second annual membership survey in January and each new member gets a hand-written note welcoming them to ISAT. (p. 13)

iv. **Outreach Publicity.** No report.

v. **Credential/Certification.** Neumann reported that there is two more exams this year and that there are now 1,299 Certified Arborists, 10 exam proctors, 16 CTW CS evaluators and 6 CTW AS evaluators. He noted that ISA has granted extensions for credential deadlines due to the pandemic. (p. 16)

e. **Students and Scholarships**

i. Nelson reported that he has spoken to Dr. Williams about ISAT support of undergraduate research and about ISAT sponsoring an industry day at SFA in the spring. (p. 20)

f. **Advocacy**

i. Mars reported that the 87th Texas Legislative Session will begin on January 12, 2021. There are no current urban forestry or arboriculture related bills filed. (p. 22)

g. **Executive**

i. **Governance.** Thibodeaux noted that the Executive Committee meets monthly via the internet and they have monitored the budget for the pandemic impact, completed the majority of the 2020 Workplan Goals and several Directors attended the ISA Virtual Leadership Workshop this year. (p. 24)

ii. **Nominations and Elections.** Alfaro noted that three Director seats in addition to both Liaisons will be up for election in 2021. (p. 25)

iii. **Treasurer.** Manich reported on the year to date financial statements. He noted that the Chapter remains on sound financial footing with roughly \$255,000 in total assets and liabilities and that it is expected that the year-end balance will be positive. He also noted that the proposed 2021 budget will be presented in New Business (p. 26)

h. **Liaison**

i. **Council of Representatives.** Mestas reported that Ms. Kimberly Pearson is the new CoR Executive Committee Chair. (p. 33)

ii. **TREE Fund Liaison.** Heath reported that she is communicating with the TREE Fund and will continue to educate ISAT members on its value to them. (p. 34)

iii. **TNLA Liaison.** James Theiss was introduced to the Board. He is a staff member of the TNLA and will work with ISAT on industry awareness, regulatory and legislative issues and professionalism and education. (p. 35)

i. **Working Groups**

i. **Texas Regional Plant Appraisal Committee.** Thibodeaux presented a report by Micah Pace. (p. 36)

V. **Old Business**

a. None

VI. **New Business**

a. Adoption of the 2021 Work Plan. **A motion was made by Manich to adopt the 2021 ISAT Workplan. Nelson seconded, and the motion passed.** (p. 37)

b. Adoption of the 2021 Budget. **A motion was made by Nelson to adopt the 2021 ISAT Budget. McGregor seconded, and the motion passed.** (p. 38)

c. Rename the Certification Committee to the Credential Committee. Thibodeaux reported that the committee name has been changed.

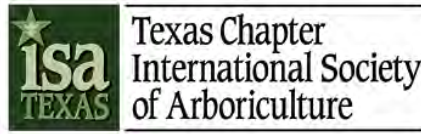
d. Change the Council of Representatives position from a Director to a Chapter Officer position. This item was referred to the Executive Committee for recommendations.

e. Arborjet offering of a TREE Fund year end donation match. **A motion was made by Heath to match the ArborJet year-end donation to the TREE Fund with up to \$5,000 from the Reserve Fund. Files seconded and the motion passed.**

VII. Meeting adjourned at 5:10 PM

VIII. Next meeting in March 2021 TBA

Minutes submitted by Giedraitis



Board of Directors Special Meeting
Texas Chapter International Society of Arboriculture

Thursday, September 10, 2020
Online - GoToMeeting

Present:

Jason Alfaro, President	Evan Anderson, Director	John Giedraitis, ISAT Exec Dir
Emily King, Past President	Ronny Nelson, Director	Misti Perez, Mem Servs Spec
A.J. Thibodeaux, President-Elect	Neil Manich, Director	Gene Gehring, Education Manager
Mark Bird, Vice President	Kirsten Schneider, Director	
Rebecca Johnson, Editor	Curtis Hopper, Director	
Greg David, Treasurer		

Absent:

Curtis Hopper, Director	Priscilla Files, Director	Oscar Mestas, COR Liaison
Star Quintero, Director	Gary O'Neil, Director	Rachel McGregor, Director

- I. Call to order
 - A. President Alfaro called to order the special meeting of the ISAT Board of Directors at 2:30 PM on September 10, 2020 in an online meeting. A quorum was declared present.
- II. New business
 - A. Filling Vacant ISAT Certification Liaison Position. Jason Alfaro
 - 1. **A motion was made by Johnson to approve filling the vacant Certification Liaison position with Jesse Neumann for the remainder of the term. Schneider seconded and the motion passed.**
- III. Adjourn
 - A. President Alfaro adjourned the meeting at 2:43 PM

Submitted by John Giedraitis



Annual Member Meeting Texas Chapter International Society of Arboriculture

10:00 a.m., Friday, September 25, 2020

Online Meeting – GoToWebinar

Attending:

Jason Alfaro, President	Priscilla Files, Director	Oscar Mestas, COR Liaison
Emily King, Past President	Ronny Nelson, Director	
A.J. Thibodeaux, President-Elect	Rachel McGregor, Director	Paul Johnson, TFS, ISA
Mark Bird, Vice President	Gary O'Neil, Director	Caitlyn Pollihan, ISA Atlanta
Rebecca Johnson, Editor	Evan Anderson, Director	Misti Perez, Mem Servs Spec
Greg David, Treasurer	Neil Manich, Director	Gene Gehring, ISAT Ed Prog
Kirsten Schneider, Director	Curtis Hopper, Director	John Giedraitis, ISAT Exec Dir

Absent:

Star Quintero, Director	Jesse Neumann, Cert Liaison
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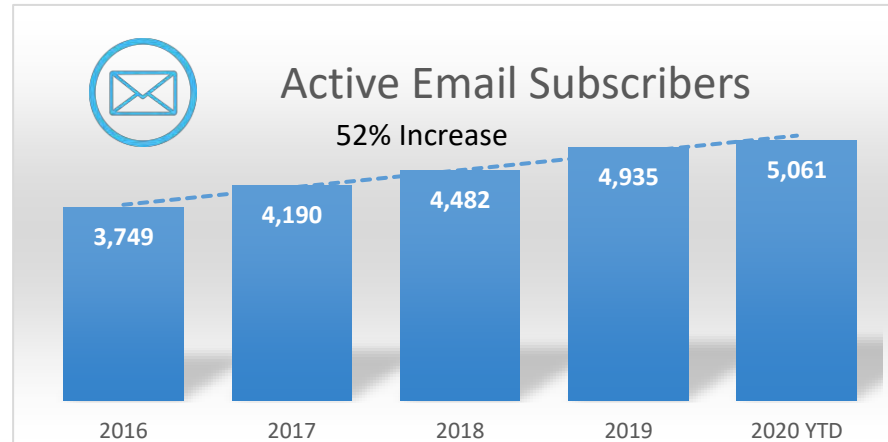
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|--|-----------------------------------|
| I. Call to order 10:03 am | Jason Alfaro, 2019-2020 President |
| II. Welcome Board, Guests and Members | Jason Alfaro |
| III. Approval of Minutes | Jason Alfaro |
| IV. Executive Director Report | John Giedraitis |
| V. Recognition of Committee Chairs | Jason Alfaro |
| VI. New Business | |
| a. ISA International update | Caitlyn Pollihan, CEO ISA |
| b. ISAT Year in Review | Jason Alfaro |
| c. Recognition of 2019-2020 ISAT Officers and Directors | Jason Alfaro |
| d. Installation of A.J. Thibodeaux as ISAT President for 2020-2021 | A.J. Thibodeaux |
| e. Recognition of Jason Alfaro for service as ISAT President | A.J. Thibodeaux |
| f. Recognition of 2020 Texas Tree Conference Committee | A.J. Thibodeaux |
| g. Installation of new ISAT Officers and Directors for 2020-2021 | A.J. Thibodeaux |
| VII. Questions and comments from the membership | |
| VIII. Next Board Meeting/Retreat Date: TBA 2020, Location: TBA | |
| IX. Adjourn 11:00 am | |

Submitted by John Giedraitis

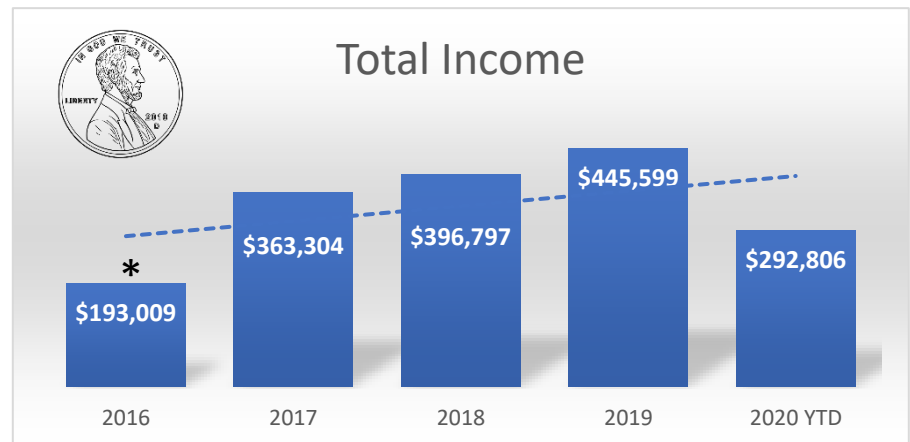
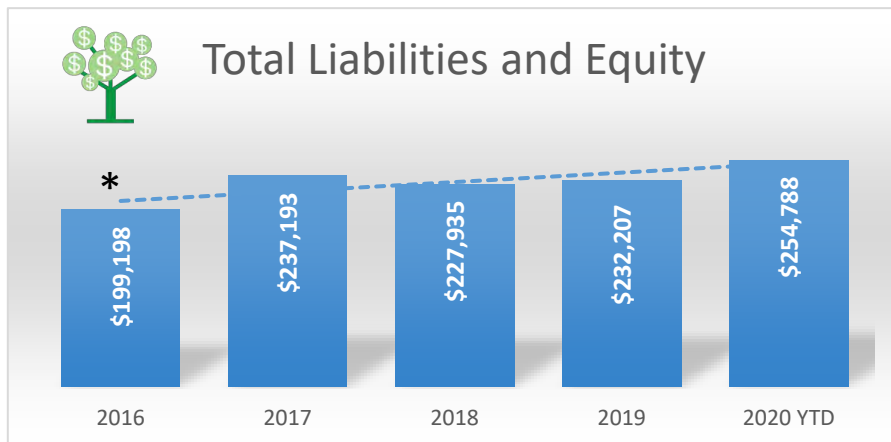
Approved Minutes: September 25, 2020 ISAT Chapter Business Meeting

ISAT Quick Statistics:	** 2020 YTD	2019	2018	2017	* 2016	2015	2014	2013
Email Subscribers (Active Contacts)	5,061	4,935	4,482	4,190	3,749	3,310	2,888	2,327
Total Income	\$292,806	\$445,599	\$396,797	\$363,304	\$193,009	\$350,873	\$342,975	\$286,803
Net Income	\$19,686	\$4,272	(\$9,258)	\$38,250	(\$45,415)	\$10,631	\$44,950	\$26
Total Liabilities and Equity	\$254,788	\$232,207	\$227,935	\$237,193	\$199,198	\$244,613	\$233,983	\$189,032

ISAT Year to Date Quick Stats Finances and Email



** To October 31



* 2016 ISAT hosted ISA International Conference and ITCC



Educational Events Committee Report

November 11, 2020

Prepared by: Rebecca Johnson

Prepared for ISA Texas Regular Board Meeting, November 2020

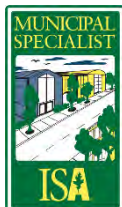
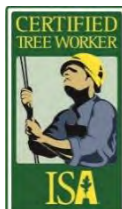
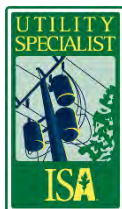
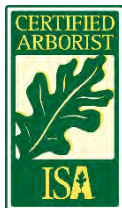
Educational Events Committee Mission: Facilitate statewide professional development opportunities to meet the educational needs of Certified Arborists.

Committee Goals:

- Host workshops to help Certified Arborists achieve professional development goals including maintaining Specialist credentials, and the Board Certified Master Arborist qualification
 - **Objectives:** Host one event per month (ISAT/ISAT co-sponsored)
Host 3 events per year at Master's Level for Comm/Util/Muni
- Align workshops to meet the needs of ISAT membership
 - **Objectives:** Workshops are offered to all feasible member regions
- Evaluate and improve workshops and committee work

Committee Report:

1. **2021 Event calendar** – now being prepared and maintained by Gene Gehring.
2. **2021 Events:** a committee is being formed to schedule and create webinars.
3. **Pending:** Committee formation. The committee does not have many duties, with Gene on staff, but is necessary for webinars and producing educational content. I've been reaching out to folks to ask if they're interested and so far everyone is stretched too thin. So, I'm taking volunteers now.

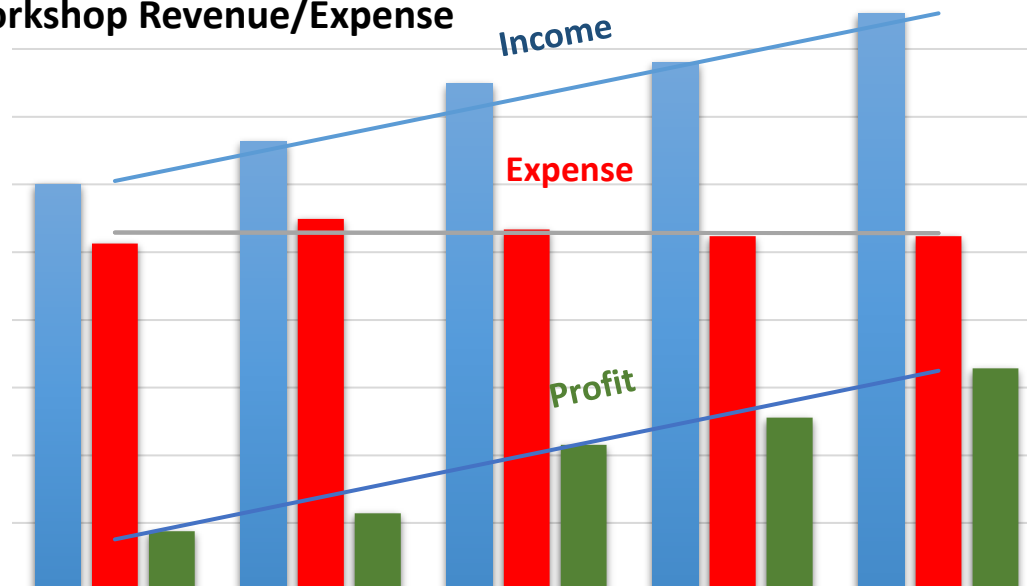


ISAT 2020 Quick Stats: Education



ISAT Events:	Income	Expense	Net	Carry-Over
TRAQ Course and Assessment with Skip Kincaid	\$ 14,950.00	\$ 9,565.39	\$ 5,384.61	
SAAA Bilingual Workshop Booth w/ Skip Kincaid	\$ 15,630.00	\$ 13,986.00	\$ 1,644.00	
TRAQ Renewal with Skip Kincaid	\$ 2,200.00	\$ 3,236.40	\$ (1,036.40)	
Diagnosis wksp	\$ 6,410.00	\$ 1,263.41	\$ 5,146.59	
TRAQ Course and Assessment DFW with Skip Kincaid	\$ 7,800.00	\$ 9,639.15	\$ (1,839.15)	
Wildfire Risk Assessment Qualification Course and Assessment	\$ 6,045.00	\$ 3,196.71	\$ 2,848.29	\$ 3,295.00
Fertilization Summit	\$ 1,500.00	\$ 1,585.38	\$ (85.38)	
Texas Women's Tree Climbing Workshop	\$ 6,685.00	\$ 284.34	\$ 6,400.66	\$ 4,635.00
Webinars	\$ 3,681.29	\$ 4,820.52	\$ (1,139.23)	
TRAQ Course and Assessment Round Rock with Skip Kincaid	\$ 23,650.00	\$ 20,815.35	\$ 2,834.65	
Oak Wilt Qualification Course and Assessment - Fredericksburg	\$ 9,201.69	\$ 6,020.52	\$ 3,181.17	
Totals	\$ 97,752.98	\$ 74,413.17	\$ 23,339.81	
Budgeted	\$ 95,000.00	\$ 55,000.00	\$ 40,000.00	

ISAT Workshop Revenue/Expense



	2015 Workshops	2016 Workshops	2017 Workshops	2018 Workshops	2019 Workshops
Income	\$60,061.73	\$66,316.26	\$74,908.59	\$77,952.66	\$85,211.00
Expense	\$51,271.55	\$54,893.77	\$53,346.66	\$52,377.68	\$52,379.00
Profit/(loss)	\$8,790.18	\$11,422.49	\$21,561.93	\$25,574.98	\$32,832.00



2021 TTC Committee Report

November 19, 2020

Prepared by: Mark C Bird

Prepared for November 19, 2020 Board of Directors Meeting & Retreat

Texas Tree Conference Committee Mission: Develop a comprehensive conference and educational program for the 2021 Texas Tree Conference

Committee Goals:

- Recruit and confirm committee members
- Secure Waco Convention Center & Hotel Contract
- Review virtual conference/educational options
- Select Theme (January)
- Schedule monthly planning conference calls (January)
- Contact sponsors and exhibitors (January)
- Logo (based on theme-January)
- Call for presentations (January)
- Select speakers/fill schedule (March)

Committee Members: Committee members will be identified and contacted (December/January)



Texas Tree Climbing Competition Committee

11/18/2020

Prepared by: Kirsten Schneider

Prepared for 11/19/2020

Committee Members: Markus Smith, Jim Dossett, Kirsten Schneider

Committee Report:

1. Took possession of new competition trailer.
 - a. Need to determine registration status
 - i. Check w/dealer
 - b. Need to revisit the budget for signage & shelving?
 - i. Comm w/branding
 - ii. Comm w/ board re. selling sponsorships
 - c. Jesse Neumann (quartermaster) has been contacted. Bandwidth?
 - i. Mts on 29th w/Markus & Keith B. to determine next steps
2. Work planned between now and next board meeting
 - a. Decide whether to proceed with competition planning for Spring 2021
 - i. Explore other locations
 - b. Outfit new trailer, transfer gear
 - c. Disposal of old trailer (sell?)
 - i. Take photos & comm w/John re sale
 - d. Call meeting of previous TXTCC organizers/chairs to assess interest in developing process for determining annual (biennial? quadrennial?) event chairs.
 - i. Arrange committee call/advisory group
 - e. INSURANCE ISSUE



Newsletter Report

November 2020

Prepared by: Heather McKnight

Prepared for November 2020 Board of Directors Meeting

Newsletter Mission: To produce a print newsletter 6 times per year with educational and news content

Committee Members:

- Newsletter goes out by the 1st of the month, every other month
- Solicit articles from a variety of people covering tree-related topics
- Provide educational content in each issue

Committee Report:

Heather McKnight—Editor

Joan Ivy—Interim Associate Editor

1. I'm familiarizing myself with the newsletter process/goodies on the newsletter google drive
2. The December newsletter is "in the works" for distribution on December 1st
3. Here is our projected publication schedule:

a.

Issue month	deadline	highlight	notes
February	January 12	board retreat	
April	March 12	??	need a teaser for TTCC to spur folks to register
June	May 12	??	too early for TTCC, but will include TXWTCW spread
August	July 12	TTCC	also need teaser for TTC
October	September 12	ISA conference	too early for TTC, but we could include a thanks to our sponsors, assuming that we have all of them by then
December	November 12	TTC & awards	

- b. I would like each committee to commit to one article each year. Education events are usually submitted as they happen, which is great; however, we have several committees that members don't know exist or what they do. This is your chance to tell them what you do and solicit volunteers.

Issue month	deadline	committee	notes
February	January 12	COR	a short note on what COR is and a summary of what's happening.
April	March 12	Outreach	a summary of our current efforts and how members can help
June	May 12	Membership	Summary of efforts to increase membership and membership benefits
August	July 12	TTCC	This is part of the highlight
October	September 12	Certification	People are often unsure how to submit or what counts, so a short summary of what you do and how you can help
December	November 12	Conference	This is part of the highlight

4. Also, here's what's needed for each article:

- c. 400-500 words with two pictures fills a page, a picture with ~50 word caption is ¼ page
- d. Pictures make the story--sometimes our associate editor can find public domain photos, but with the interim editor this is spotty. So, do your absolute best to find me good photos. If you're willing to be a photo scout, let me know but realize that we work to tight deadlines. If I send it to you, I can't wait a week.
- e. 4-5 pictures that tell the story, along with captions. Don't send a link to 100+ photos; I didn't attend the event, I can't pick out a picture that represents the event well.
- f. If you don't include captions, the default going forward is going to be to run them without captions. If you're interested in being a caption editor, let me know.
- g. If you have an event to be included in the newsletter, send it to Gene (feel free to cc me) because if it needs to be in the newsletter it probably needs to be on the website (and included in John's treemail).



Social Media-Committee Report

11/11/2020

Prepared by: Rachel McGregor

Prepared for 11/19/2020

Social Media Mission: spread ISAT awareness and research based arboriculture information

Committee Goals:

- Analytics from Facebook, Twitter, and Instagram

Committee Members:

Committee Report:

1. Increased posting to twice a week on FB, Twitter, and Instagram using Buffer to schedule posts
2. Followers: (We still continue to increase our numbers)
 - a) FB-1,094 (we are averaging about 20 new followers a month)
 - b) Twitter- 721
 - c) Instagram-71 (We started new page first of June with 20 followers and have gained 10 new followers a month)

Our social media accounts all continue to increase followers every month. We have had questions on both our Instagram and FB accounts.

3. Keep finding relevant material and scheduling posts
4. If you are ever in the field and have a great picture I would love to post it



Membership Report

Prepared by: Priscilla Files

Prepared for Board Meeting at the Retreat, 11/19/2020

Membership Mission: To recruit, involve and retain ISA Texas Chapter members so that they can continue to advance in the profession and the Chapter can continue to grow.

Committee Members: Priscilla Files

Committee Report:

Membership:	2020
ISA & ISAT Membership	1170
ISA Members	1049
ISAT Members	1,038

1. Our work plan goal was to develop a three-year plan to recruit, retain and involve members. We hired Sparx360 earlier this year to develop the plan and it was received in July 2020.

Increase:

- We developed a new clear and concise flyer listing each membership benefit, amending it to include virtual events.
- We researched our current membership to understand who we have and set a goal of increasing overall to 5% in 3 years. Since the COVID pandemic, we have lost about 80 members this year and plan to survey that group asking them to return or let us know why they opted to end their membership.
- We sponsored minimal events this year due to COVID, one was Texas Arbor Day

Retain:

- We plan to send out our second annual membership survey in January 2021. This will help us to continue to understand our member's needs and ensure we are currently satisfying those needs and creating value for our members.
- The educational events committee and staff have worked hard this year to develop an Online Learning Series that comprised of many webinars including: ISAT Ask the Expert with Dr. Appel, History of Oak Wilt Research in Texas, and seven sessions for our annual Texas Tree Conference, thus adding more value to their Chapter membership. Members were able to watch the webinars for free and for our Conference webinars they paid a discounted fee.
- We held monthly focus group video calls for Commercial Business Owners, Municipal Arborists, and Non-Profit Tree Care Professionals. These were not only networking opportunities but leadership opportunities to become board members with the Chapter.
- In our on-going efforts to retain members, we send a welcome email when a member joins as well as a hand-written note card thanking them for their support. Additionally, we send monthly email reminders to those that are expiring

- Member Spotlight has continued to be an article of In the Shade, highlighting a Chapter Member in good standing for many years with a photo and article about the member.
- In the monthly TreEmail a volunteer and member is chosen to be highlighted for the Volunteer Spotlight with a photo and blurb about them and their volunteer efforts.
- All new members listed in each edition of In the Shade
- A membership appreciation email will be sent to the entire membership for maintaining their membership through this difficult year, reminding them of their benefits and upcoming things to look forward to in 2021
- We scheduled posts for social media every two weeks regarding membership on Twitter, Facebook and Instagram

Involve:

- Arbor Chats, our monthly video calls for Commercial Business Owners, Municipal Arborists, and Non-Profit Tree Care Professionals
- Member Spotlight and Volunteer Spotlight
- Call to volunteers for in-person events when needed. This year due to COVID, we were unable to utilize volunteers in person as we have in years past.

Goals for Membership 2021:

1. Continue all listed above
2. Recruit a cadre of speakers from our ranks to go to other organizations and speak at their conferences/webinars/classes – TNLA comes to mind first; other associated orgs like TRAPS, Texas ASLA, American Planners Association
3. Get testimonials from members – video and put on social media
4. Recruiting volunteers to be brand ambassadors
5. Send membership appreciation email to the entire membership for maintaining their membership through this difficult year, reminding them of their benefits and upcoming things to look forward to in 2021 (sending in December 2020)

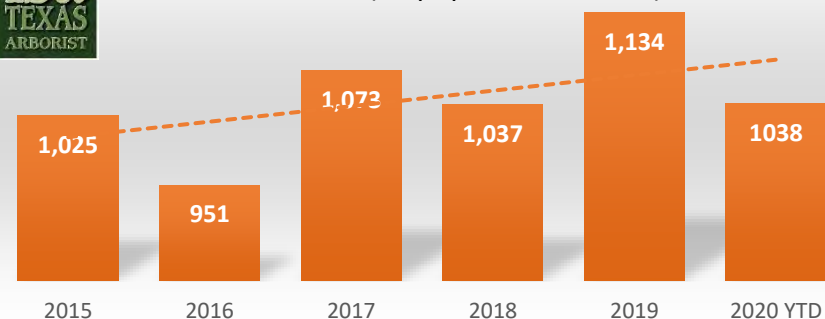
Membership	2015	2016	2017	2018	2019	2020 YTD
ISA ISAT Membership	1,123	1,130	1,265	1,189	1,259	1,170
ISA Members	1,024	1,101	1,135	1,065	1,088	1,049
ISAT Members	1,025	951	1,073	1,037	1,134	1,038

ISAT 2020 Quick Stats: Membership



ISAT Members

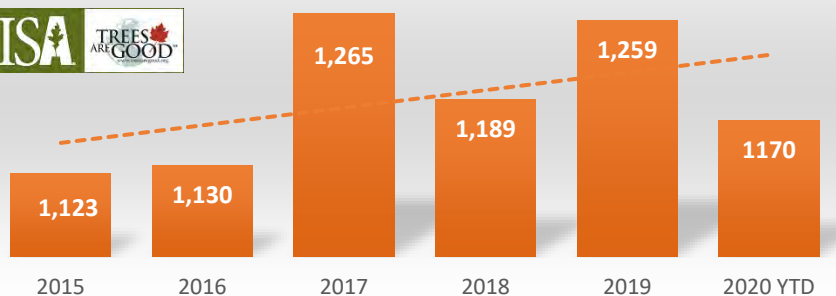
1.3% Increase (TX pop increase 5.3%)



Texas Chapter
International Society
of Arboriculture

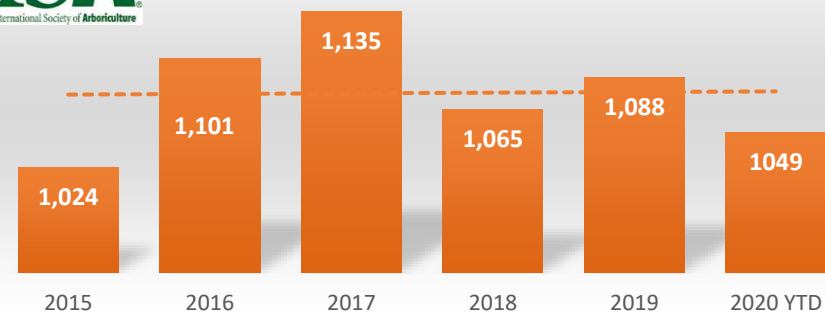


ISA ISAT Membership



ISA Members

2.4% Increase





Certification Report

11/19/2020

Prepared by Jesse Neumann

Prepared for Annual Board Retreat and Meeting

Certification Committee Mission: To promote professional tree care in Texas by increasing and retaining ISA and ISAT Certified and Qualified arborists in the Texas Chapter ISA.

Committee Members: Jesse Neumann

Committee Report:

1. Certification Numbers

BCMA 50

CA 1299

U 107

M 62

CTWCS 25

CTWAS 7

OWQ 251

TRAQ 284

WRRQ 251

2. Upcoming exams for 2020:

11/13 CA, CTW, M, U Ft. Worth

12/18 CA, M, U Dallas

We currently have 10 exam proctors, 16 CTW CS evaluators and 6 CTW AS evaluators

Exams have new guidelines by ISA that all attendees must follow. Two exams held in Dallas and in Fort Worth utilized the new guidelines with no issues. All CTW exams have been cancelled for 2020.

ISA granted an extension for all Certified Arborists that would have expired in June 2020, the new recertification deadline was October 28, 2020. As of November 3, ISA has granted those same group of arborists an additional complimentary extension with a new recertification deadline of February 25, 2020. ISA reports that an analysis of the recent recertification numbers for this cycle shows a 66% renewal rate for this group, this is approximately 14-19% less than what is normally/historically seen for this time in the recertification cycle. Additionally, analysis of CEUs earned for the period of March-October of 2019 and 2020 showed a 36% decrease in CEUs earned for the period in 2020 as compared with 2019. In a survey (closed on 2 November 2020), over 70% of ISA Certification Liaisons who completed the survey reported that, as a result of COVID-19, CEU opportunities in their region have decreased.

Update 11/13/20

ISA Certification Holders with a certificate set to expire on 31 December 2020 will receive a complimentary* extension until 29 April 2021 to meet the requirements to renew their certification(s).

ISA Tree Risk Assessment Qualification (ISA TRAQ) credential holders with an expiration date set within 31 December 2020 and 29 June 2021 will receive an extension until 30 June 2021 to renew their ISA TRAQ credential.

*ISA is waiving the standard \$75.00 USD administration fee charged associated with this extension request. Please note this is an extraordinary measure in response to the impact of the COVID-19 pandemic, unless explicitly noted, this measure does not apply to past or future recertification cycles.

Impacted credential holders will receive a notification with this information via email on 16 November 2020. We will be updating our database, COVID FAQs and other related communication as soon as possible.

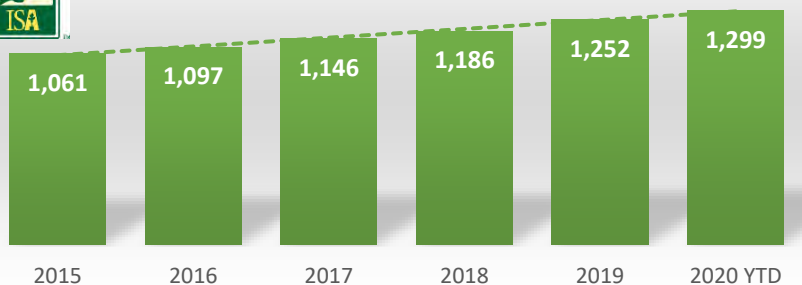
ISAT 2020 YTD Quick Stats: Qualifications

Certification:	2015	2016	2017	2018	2019	2020 YTD
Certified Arborists	1,061	1,097	1,146	1,186	1,252	1,299
Municipal Arborists	38	40	45	53	59	62
Utility Arborists	66	79	84	96	103	107
Certified Tree Worker Climber Specialist	19	21	21	24	28	25
Certified Tree Worker Aerial Lift	7	7	7	7	7	7



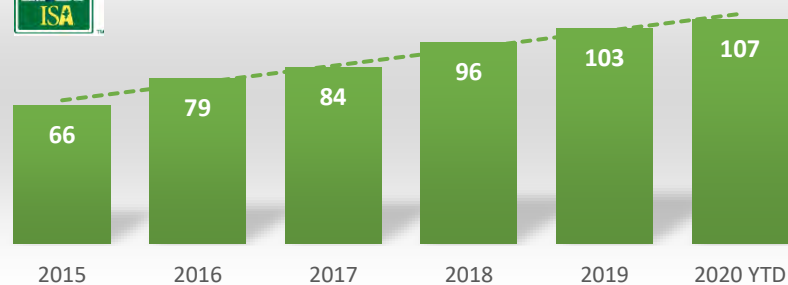
Certified Arborists

22.4% Increase



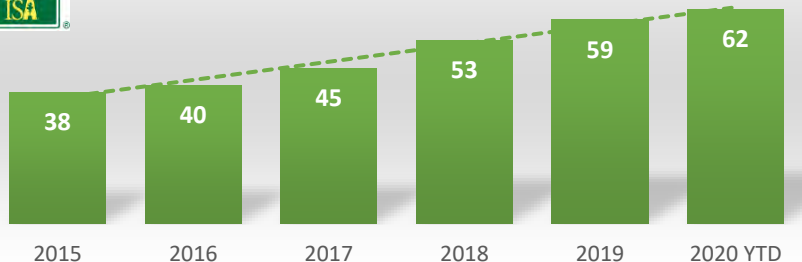
Utility Arborists

62% Increase



Municipal Arborists

63% Increase



Certified Tree Worker Climber Specialist

32% Increase

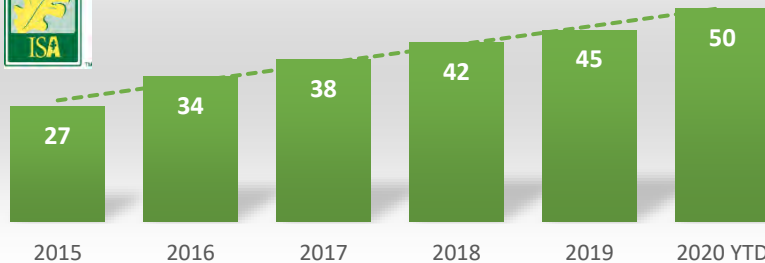


ISAT 2020 Quick Stats: Qualifications (continued)

Certification:	2015	2016	2017	2018	2019	2020 YTD
Board Certified Master Arborists	27	34	38	42	45	50
Tree Risk Assessment Qualified	111	162	195	218	251	284
Wildfire Risk Reduction Qualified	0	0	26	48	73	86
Texas Oak Wilt Qualified	0	27	78	132	217	251

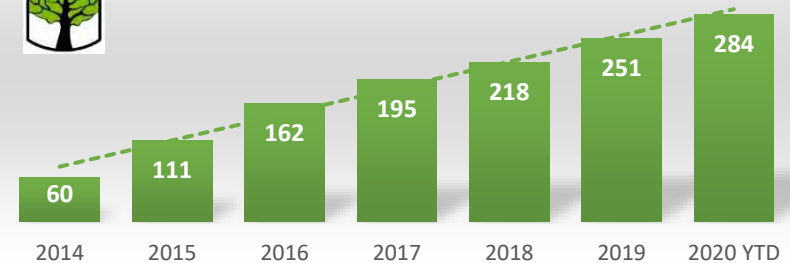
Board Certified Master Arborists

85% Increase



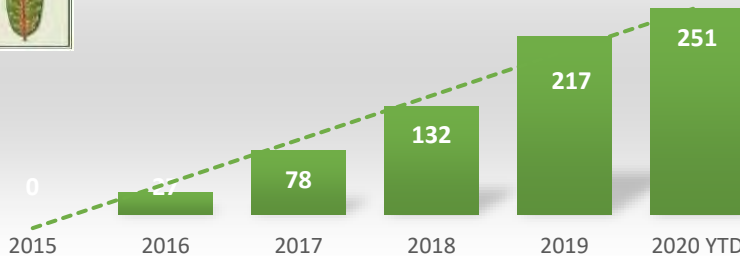
Tree Risk Assessment Qualified

156% Increase



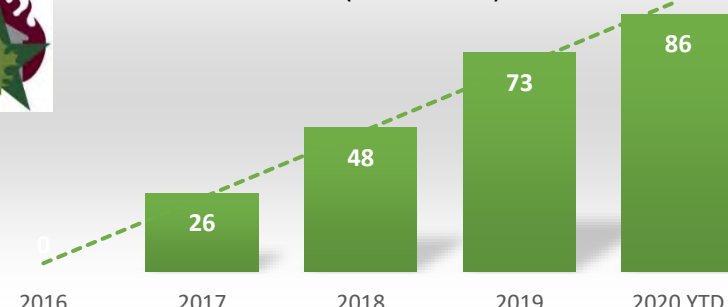
Oak Wilt Qualified

829% Increase (2016-2020)



Wildfire Risk Reduction Qualified

230% Increase (2017-2020)





Student Liaison & Scholarships

Prepared by Ronny Nelson

Prepared for 2020-11-18

Scholarships & Student Liaison

Mission: Provide support to local universities and colleges that are engaging our next generation arborist. Mentor and connect these students with ISA Texas members.

Strategic Plan Annual Goals for committee:

Our plan is to work directly with local universities and colleges to connect with students and provide a pathway to engage in ISA Texas Chapter events, while supporting students with scholarships to the Texas Tree Conference and provide tuition assistance.

Committee Members:

- 1.) Ronny Nelson

Committee Report:

1. Scholarships – SFASU
 - a. Currently, our organization has been providing a total of \$3,000 per year in scholarships to SFA undergraduate students. This has been dispersed to two students, in the amount of \$1,500 to be applied to their Fall tuition.
 - b. Scholarship in April 2020 (TBD). Hans will provide the names of the recipients once this has been determined.
 - c. Connected with Dr. Hans Williams at SFASU to discuss scholarship opportunities for undergraduate research. Hans thinks that this would help toward things relevant to Texas Arboriculture.
2. Scholarships – TAMU
 - a. Currently we sent \$1,500 to TAMU for a student scholarship that went to one student. Working with Heather Janke to determine who next year's recipient will be.
 - b. Scholarship banquet is planned to be held in April 2020 (TBD). More information to come.
3. Undergraduate Research - \$1500 to SFASU for undergraduate research relevant to Texas Arboriculture. We did not send this grant out last year due to COVID and other delays. Hoping to start this in 2021.
4. Texas Tree Conference (2020)
 - a. Working with SFASU (H. Williams) to connect more students and involve/develop Poster Boards.
 - b. Build a group of student liaisons for the 2021 Texas Tree Conference. In 2019, we had a great group of professionals that invested in our student attendees. We were able to include more females in the liaison program and hope to build that base of men and women that are excited to serve as mentors.
 - c. Help promote poster board session through students. I think it would be great to see professional companies to use this platform to show off their work and recruit students to their organization.

- d. Work with committee involved with Tree Conference planning to determine the best time and place for the mentoring program. During the Wednesday Night Social (2019) it was a good time to have the mentoring program, but it was loud. So, we may need to find a different time and place. It depends if we are going to have it at place with a live band or not.
- 5. Action items: Working with Hans Williams at SFA to start an SFA Arboriculture Day. This would be a day that industry professionals could visit the campus, we could provide educational opportunities from different focuses in arboriculture and connect with students on their own turf.



Advocacy/Legislative Affairs Report

11/12/2020

Prepared by: Keith W. Mars

Prepared for November 2020 Retreat

Legislative Affairs Mission:

Inform membership on urban forestry and arboricultural-related legislation.

Committee Members:

Keith Mars

Committee Report:

1. The [Annual Work Plan goals](#) for this committee are: [List each goal and provide a status update]
 - a. NA
2. Progress made since last board meeting

Federal Legislation

With bipartisan support, two conservation-related bills passed Congress and were signed into law by the President. The Great American Outdoors Act was passed in August 2020. This law permanently funds the Land and Water Conservation Fund and allocates funding for deferred maintenance projects on public lands. The America's Conservation Enhancement Act become law in late October 2020. This legislation includes reauthorization of the North American Wetlands Conservation Act and allocates funds for invasive species management.

There are potential arboricultural implications for this legislation, particularly in areas of Texas with public lands. These bills are also recent examples of movement on long delayed federal action on natural resource management legislation and funding.

87th Texas Legislature

The 87th Texas Legislature convenes on January 12, 2021. Bill filling began on November 9 and ends on March 12. The last day of session is May 31. For further schedule details see:

<https://lrl.texas.gov/whatsNew/client/index.cfm/2020/10/2/Dates-of-Interest-for-the-87th-Regular-Session>

Committee chairs have not been posted nor do we have clarity on the House Speaker. Representative Dade Phelan appears to be the leading candidate, but may have opposition from the state GOP. Representative Phelan has experience in municipal arboricultural matters, particularly land use

regulations. Representative Phelan authored the compromise tree mitigation bill (HB7) during the 85th Texas Legislature.

As of November 12, 2020, it does not appear any urban forestry or arboriculture-related bills have been filed. In the coming weeks we will know more about legislative priorities and the likelihood of bills related to our industry.

3. Work planned between now and next board meeting
Monitor legislation and inform ISAT leadership and membership.

4. Action items: any items that require a full board discussion and vote. Include any necessary back-up materials board members will need to be informed.
None at this time.



Executive Committee Report

November 19, 2020

Prepared by: A.J. Thibodeaux

Prepared for November 19, 2020 Retreat and Board Meeting

Executive Committee Purpose: Fulfill Chapter bylaws (section XII). "Executive Committee shall be responsible for the day-to-day operations of the Chapter, operating in accord with policy established by the Board of Directors."

Strategic Plan Annual Goals for committee:

Governance G.01 Develop a succession management plan for all EC, Director, and Committee Chair positions, as well as future ISAT staff.

Committee Members:

Past president: Jason Alfaro

President: A.J. Thibodeaux

President-elect: Mark Bird

Vice president: Rebecca Johnson

Editor: Heather McKnight

Treasurer: Neil Manich

Executive director: John Giedraitis

Committee Report:

1. Things to know about this committee:
 - a. Monthly conference calls are held
 - b. Daily to weekly check-ins with members occur
 - c. We monitor committee work, events, and daily tasks
2. Progress made since last board meeting:
 - a. Monitored budget throughout the year. Summer budget estimates were for a \$57,000.00 shortfall. Current year end income expected to be positive or break even.
 - b. Completed majority of goals prioritized in the 2020 work plan that were not impacted by COVID-19.
 - c. Drafted a proposed 2021 budget for discussion and adoption at the Nov. 19 BOD meeting.
 - d. Some committee members attended the ISA Virtual Leadership Workshop held on Oct. 21/22.
3. Work planned between now and next board meeting:
 - a. Start reviewing professional services contract.
 - b. Continue monthly calls with committee members.
4. Action items:
 - a. Discuss, adjust, and/or adopt proposed 2021 budget.
 - b. Revise bylaws to include the COR Rep. as an Officer on the Executive Committee.



Elections + Nominations Report

November 2020

Prepared by: Jason Alfaro

Prepared for November Retreat and Board Meeting

Mission: the purpose of this task is to plan for and carry out fair elections in order to maintain a robust and diverse Board of Directors.

Committee Report: the table below shows the current board make-up and which positions will require a nomination and election during the 2021 calendar year. Calls for nominations typically occur in early summer. Until then all board members are asked to contribute potential candidates for nomination.

2021 Board of Directors			
Position	Name	Year Term Expires	Sector
Immediate Past-President	Jason Alfaro	2021	Government
President	A.J. Thibodeaux	2021	Private
President-Elect	Mark Bird	2021	Government
Vice President	Rebecca Johnson	2021	Private
Treasurer	Neil Manich	2021	Private
Editor	Heather McKnight	2021	Government
Director	Gary O'Neil	2021	Private
Director	Kirsten Schneider	2021	Government
Director	Star Quintero	2021	Private
Director	Rachel McGregor	2022	Government
Director	Ronny Nelson	2022	Private
Director	Amy Heath	2023	Private
Director	Beth Corbin	2023	Private
Director	Haywood Morgan	2023	Government
Director	Priscilla Files	2023	Non-profit
Certification Liaison	Jeff Neumann	2021	Government
CoR Liaison	Oscar Mestas	2021	Retired
	Requires Nomination and Vote in 2021		



Treasurer's Report/Finance Committee

11-12-2020

Prepared by: Neil Manich

Prepared for 11-19-2020

Treasurer's Responsibilities and Goals: The responsibility of the treasurer is to keep a hand on the financial tiller of the Chapter. Duties include the administration of the fiscal and financial policies of the Chapter; supervision of corporate financial records; oversight of financial accounts and the fiscal management of Chapter monies; and the preparation of required financial documentation.

Treasurer's Report:

1. ISA Texas remains on sound financial footing after a turbulent 2020 with roughly \$255,000 in total assets and liabilities as of 10-31-2020
2. I have reviewed Texas Chapter checks and disbursements for the previous year and all seem to be proper and in order.
3. The proposed ISA Texas Chapter budget for 2021 is attached to this report

ISAT

Profit & Loss

January through October 2020

	Jan - Oct 20
Ordinary Income/Expense	
Income	
Online Learning Revenue Share	1,950.00
Advertising	
Advertising - website	400.00
Advertising Newsletter	16,450.00
Oak Wilt Vendors	2,800.00
Total Advertising	19,650.00
Certification	
Recertification	14,547.00
Certification Exams	11,726.00
Total Certification	26,273.00
Conference	
Exhibitors and Sponsors Income	29,630.00
Registrations	76,073.30
Total Conference	105,703.30
Membership	37,605.00
Misc.	1,276.73
Publication Sales	55.00
TTCC & Workshop	
Exhibitors and Sponsors Income	0.00
Registrations (for workshop)	-250.00
TTCC & Workshop - Other	2,190.00
Total TTCC & Workshop	1,940.00
Workshops	
Webinar Income	3,681.29
Healthy Soils Workshop Revenue	1,500.00
2020 TRAQ Renew WTX Income	2,200.00
2020 TRAQ Dallas Income	7,800.00
2020 TRAQ RRTX Income	23,650.00
2020 TRAQ CSTX Income	14,950.00
2019 Spanish Pruning WS Income	600.00
TAMU Diagnosis Workshop	6,410.00
Wildfire Risk Qualification	6,045.00
Womens Climbing Workshop	6,685.00
Bilingual Tree Worker Workshop	15,630.00
Oak Wilt ID and Mgnt Workshop	9,201.69
Total Workshops	98,352.98
Total Income	292,806.01
Gross Profit	292,806.01
Expense	
Advertising Expense	
Website Advertising Expense	12.80
Oak Wilt Vendor Advertising Exp	86.85
Newsletter Advertising Expense	315.35
Total Advertising Expense	415.00
Association Management Services	
Assoc. Mgnt. Services Expenses	807.35
Association Management Services - Other	122,899.55
Total Association Management Services	123,706.90
Research	5,500.00
Accountant	1,975.00
Awards	192.40
Board Expenses	855.06
Certification Expenses	2,499.19

ISAT

Profit & Loss

January through October 2020

	Jan - Oct 20
Conference Expenses	
Exhibitors and Sponsors Expense	10,734.25
Mobile Event App	107.17
Logo	1,500.00
SWAG and t-shirts	741.58
Registration Brochure	104.38
Speaker	2,108.89
Book Store	6,225.94
Registration	4,031.63
Total Conference Expenses	25,553.84
Executive Director	
Misc. Office	55.00
Total Executive Director	55.00
Fees	
Bank Fees	49.70
Total Fees	49.70
Insurance	1,976.00
Member Services	6,462.53
Newsletter Expenses	19,125.38
Publicity	1,434.75
Scholarships	4,500.00
TTCC and Workshop	
Exhibitors and Sponsors Expense	49.90
TTCC and Workshop - Other	3,590.34
Total TTCC and Workshop	3,640.24
Web Site	746.77
Workshop Expenses	
Healthy Soils Workshop Expenses	1,585.38
2020 TRAQ Renew WTX Expense	3,236.40
2020 TRAQ Dallas Expense	9,639.15
2020 TRAQ RRTX Expense	20,815.35
2020 TRAQ CSTX Expense	9,565.39
2019 Spanish Pruning WS Expense	18.62
TAMU Diagnosis Workshop	1,263.41
ISAT Webinars Expense	4,820.52
Wildfire Risk Qual Expenses	3,196.71
Womens Climbing Workshop	284.34
Bilingual Tree Worker Workshop	13,986.00
Oak Wilt ID and Mgnt Workshop	6,020.52
Total Workshop Expenses	74,431.79
Total Expense	273,119.55
Net Ordinary Income	19,686.46
Net Income	19,686.46

ISAT

Balance Sheet

As of October 31, 2020

	Oct 31, 20
ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo	94,779.56
Total Checking/Savings	94,779.56
Other Current Assets	
Treasury Direct	124,012.27
Wells Fargo CD #2	25,421.32
Wells Fargo CD #1	-102.38
Total Other Current Assets	149,331.21
Total Current Assets	244,110.77
Fixed Assets	
Trailer TTCC	9,721.13
Accumulated Depreciaton	-604.00
Office Equipment	1,560.02
Total Fixed Assets	10,677.15
TOTAL ASSETS	254,787.92
LIABILITIES & EQUITY	
Equity	
Retained Earnings	235,101.46
Net Income	19,686.46
Total Equity	254,787.92
TOTAL LIABILITIES & EQUITY	254,787.92

2015-2020 ISAT Budget with 2021 Proposed Budget

**ISA-Texas
Operating Budget**

	2015 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Estimated	2021 Proposed	5 Year Avg. (Actual)
								(omit 2016)
Income								
Online learning Rev. share	\$ 1,164	\$ 1,050	\$ 580	\$ 1,120	\$ 1,000	\$ 2,000	\$ 1,500	\$ 1,183
Advertising								
Website	\$ 50	\$ 974	\$ 1,087	\$ 600	\$ 500	\$ 400	\$ 500	\$ 622
Newsletter	\$ 10,180	\$ 6,064	\$ 17,154	\$ 4,640	\$ 8,500	\$ 16,450	\$ 12,500	\$ 10,898
Oak Wilt Vendors	\$ 2,000	\$ 1,857	\$ 1,858	\$ 2,200	\$ 2,000	\$ 2,800	\$ 2,100	\$ 2,143
Total Advertising	\$ 12,230	\$ 8,895	\$ 20,099	\$ 7,440	\$ 11,000	\$ 19,650	\$ 15,100	\$ 13,663
Certification								
Recertification	\$ 10,377	\$ 16,145	\$ 15,156	\$ 23,313	\$ 20,000	\$ 17,000	\$ 18,000	\$ 16,398
Exams	\$ 10,727	\$ 14,064	\$ 12,733	\$ 19,015	\$ 15,000	\$ 14,000	\$ 14,000	\$ 14,108
Other	\$ 5,436							\$ 1,087
Total Certification	\$ 26,540	\$ 30,209	\$ 27,889	\$ 42,328	\$ 35,000	\$ 31,000	\$ 32,000	\$ 31,593
Conference								
Deposit reimbursement	\$ 250	\$ 250		\$ 3,000				\$ 700
Auction	\$ 4,552	\$ 5,885	\$ 5,975	\$ 5,471				\$ 4,376
Bookstore	\$ 1,178	\$ 321	\$ 2,435	\$ 7,506				\$ 2,288
Sponsors	\$ 8,320	\$ 15,585	\$ 11,575	\$ 12,700				\$ 9,636
Exhibitors	\$ 31,021	\$ 30,331	\$ 36,857	\$ 31,550				\$ 25,952
Registrations	\$ 132,483	\$ 133,278	\$ 152,214	\$ 172,104				\$ 118,016
Other	\$ -	\$ -	\$ -					
Tree Fund Donations		\$ 1,992	\$ 1,195	\$ 1,521				\$ 942
Total Conference	\$ 177,802	\$ 187,642	\$ 210,251	\$ 233,851	\$ 220,000	\$ 117,000	\$ 200,000	\$ 185,309
Total Conference net	\$ 50,224	\$ 59,387	\$ 50,498	\$ 102,345	\$ 90,000	\$ 84,000		\$ 69,291
ISA 2016 Ft Worth Conference	\$ 10,370							\$ 2,074
Scholarship Donation	\$ 2,080			\$ 480				\$ 512
Membership	\$ 47,043	\$ 41,594	\$ 35,618	\$ 47,655	\$ 45,000	\$ 40,000	\$ 43,000	\$ 42,382
Misc.	\$ 1,024	\$ 67	\$ 3,600	\$ 1,105	\$ 1,000	\$ 1,276	\$ 1,500	\$ 1,414
Publication Sales	\$ 315	\$ 1,224	\$ 110	\$ 335	\$ 500	\$ 55	\$ 100	\$ 408
TTCC & Workshop								
Misc. Sales	\$ 182							\$ 36
Exhibitors	\$ 500	\$ 500	\$ 6,286	\$ 13,025				\$ 4,062
Registrations (climbing)	\$ 2,923	\$ 3,524	\$ 4,951	\$ 3,465				\$ 2,973
Registrations (Workshop)	\$ 5,143	\$ 6,785	\$ 4,409	\$ 4,025				\$ 4,072
Sponsors	\$ 3,495	\$ 6,656	\$ 2,500	\$ 2,500				\$ 3,030
Other				\$ 3,038				\$ 608
Total TTCC & Workshop	\$ 12,243	\$ 17,464	\$ 18,146	\$ 26,053	\$ 18,500	\$ 1,940	\$ 15,000	\$ 15,169
Total TTCC & Workshop net	\$ (1,094)	\$ 4,030	\$ 3,029	\$ 4,563				\$ 2,105
ISA 2016 ITCC								
Total Workshops	\$ 60,062	\$ 75,159	\$ 80,503	\$ 85,211	\$ 95,000	\$ 98,353	\$ 72,850.00	\$ 79,857
Total Workshops net	\$ 8,790	\$ 13,845	\$ 19,328	\$ 32,832	\$ 40,000	\$ 23,921	\$ 24,150	\$ 19,743
Total Income	\$ 350,873	\$ 363,304	\$ 396,796	\$ 445,578	\$ 427,000	\$ 311,274	\$ 381,050	\$ 373,565
Expenses								
Depreciation		\$ 35						\$ 7

2015-2020 ISAT Budget with 2021 Proposed Budget

**ISA-Texas
Operating Budget**

	2015 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Estimated	2021 Proposed	5 Year Avg. (Actual)
Research	\$ 3,500	\$ 5,000	\$ 5,000	\$ 6,520	\$ 11,500	\$ 5,500	\$ -	\$ 5,104
Web email/registration	\$ 806		\$ 900		\$ 1,000		\$ 500	\$ 341
Accountant	\$ 2,355	\$ 2,165	\$ 2,355	\$ 2,355	\$ 2,250	\$ 2,250	\$ 2,300	\$ 2,296
Advertising						\$ 415	\$ 400	\$ 83
Arbor Day	\$ 2,500				\$ 2,500	\$ -		\$ 500
Awards	\$ 83		\$ 112	\$ 112	\$ 200	\$ 200	\$ 150	\$ 101
Board Expenses	\$ 14,898	\$ 17,852	\$ 22,968	\$ 16,218	\$ 15,000	\$ 1,000	\$ 10,000	\$ 14,587
Certification	\$ 101	\$ 41	\$ 112	\$ 380	\$ 500	\$ 2,500	\$ 1,000	\$ 627
Conference								
Awards		\$ 170	\$ 400	\$ 117				\$ 137
Wednesday Evening Social	\$ 2,803	\$ 1,285	\$ 1,688	\$ 8,247				\$ 2,805
Swag and t-shirts	\$ 24,946	\$ 17,655	\$ 18,503	\$ 12,476				\$ 14,716
Registration Brochure		\$ 339	\$ 570	\$ 1,139				\$ 410
Logo	\$ 754	\$ 353						\$ 221
Catering	\$ 50,094	\$ 52,405	\$ 58,795	\$ 53,219				\$ 42,903
Speaker	\$ 18,343	\$ 17,015	\$ 32,916	\$ 21,542				\$ 17,963
Auction		\$ 436	\$ 9	\$ 1,024				\$ 294
Book Store	\$ 101		\$ 2,298	\$ 200				\$ 520
Exhibitors	\$ 4,791	\$ 13,766	\$ 9,157	\$ 2,688				\$ 6,081
Registration	\$ 5,893	\$ 5,111	\$ 5,135	\$ 4,228				\$ 4,073
Sponsors		\$ 2,711						\$ 542
Waco Convention Center	\$ 19,504	\$ 17,009	\$ 16,284	\$ 18,442				\$ 14,248
Other	\$ 350	\$ -		\$ 659				\$ 202
Decorations			\$ 1,495	\$ 6,798				\$ 1,658
Mobile Event App			\$ 12,503	\$ 407				\$ 2,582
Total Conference expense	\$ 127,579	\$ 128,255	\$ 159,754	\$ 131,506	\$ 130,000	\$ 33,000	\$ 130,000	\$ 116,019
ISA 2016 Conference	\$ 8,610							\$ 1,722
Chapter Administration								
Acorn Arbor Svcs - Contract	\$ 48,086	\$ 49,167	\$ 81,192	\$ 139,089	\$ 141,168	\$ 148,104	\$ 151,224	\$ 93,128
Travel	\$ 6,708	\$ 5,706	\$ 6,515		\$ 6,000			\$ 3,786
Phone/internet (2)	\$ 2,185	\$ 2,300	\$ 2,420		\$ 4,000	\$ -		\$ 1,381
Misc. office	\$ 3,245	\$ 917	\$ 1,261	\$ 13,441	\$ 1,000	\$ 1,000	\$ 1,000	\$ 3,973
Total Chapter Admin. Expenses	\$ 60,225	\$ 58,089	\$ 91,387	\$ 152,530	\$ 152,168	\$ 149,104	\$ 152,224	\$ 102,267
Fees								
Bank	\$ 467	\$ 63		\$ 74		\$ 50	\$ 50	\$ 131
Credit Card	\$ 589	\$ 446	\$ 6,504	\$ 8,918				\$ 3,291
Total fees	\$ 1,056	\$ 509	\$ 6,504	\$ 8,992	\$ 9,000	\$ 50	\$ 50	\$ 3,422
Insurance	\$ 1,907	\$ 2,086	\$ 1,897	\$ 1,984	\$ 2,200	\$ 1,976	\$ 2,000	\$ 1,970
Liaison Travel	\$ 495	\$ 375		\$ 1,719	\$ 2,000		\$ 1,000	\$ 518
Member Services	\$ 135	\$ 1,489	\$ 186	\$ 883	\$ 6,000	\$ 6,500	\$ 2,500	\$ 1,838
Newsletter	\$ 22,029	\$ 21,843	\$ 22,636	\$ 24,165	\$ 23,500	\$ 21,300	\$ 23,000	\$ 22,395
Oak Wilt Vendor		\$ 70						\$ 14
Officer Travel	\$ -			\$ 1,740				\$ 348
Publication Purchases	\$ 1,578	\$ 1,307	\$ 554	\$ 2,319	\$ 1,000		\$ 500	\$ 1,152
Publicity	\$ 4,140	\$ 6,062	\$ 3,942	\$ 8,251	\$ 1,000	\$ 1,435	\$ 1,000	\$ 4,766
Scholarships	\$ 2,000	\$ 5,000	\$ 5,000	\$ 5,168	\$ 5,000	\$ 4,500	\$ 3,000	\$ 4,334
Special Projects	\$ 2,480	\$ 4,000	\$ 4,705	\$ 730	\$ 5,000		\$ 2,000	\$ 2,383
TTCC and Workshop								
Arbor Fair				\$ 406				\$ 81
Inter. Climbing Competition		\$ 1,386	\$ 2,752	\$ 2,192				\$ 1,266
National Tree Climbing Champ	\$ 1,242	\$ 1,367	\$ 768					\$ 676

2015-2020 ISAT Budget with 2021 Proposed Budget

**ISA-Texas
Operating Budget**

TTCC and Workshop

TTCC and Workshop total

Website

Workshops

Total Expenses

Net

Interest income

Total net

Proposed non-budgeted capital & other outlays from reserves:

Trailer

Portable PA system

	2015 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Estimated	2021 Proposed	5 Year Avg. (Actual)
TTCC and Workshop	\$ 12,095	\$ 10,681	\$ 11,596	\$ 18,892				\$ 10,653
TTCC and Workshop total	\$ 13,337	\$ 13,434	\$ 15,117	\$ 21,490	\$ 14,000	\$ 3,640	\$ 14,000	\$ 13,404
Website	\$ 22,030	\$ 1,401	\$ 1,751	\$ 1,029	\$ 1,000	\$ 746	\$ 1,000	\$ 5,391
Workshops	\$ 51,272	\$ 61,314	\$ 61,175	\$ 52,379	\$ 55,000	\$ 74,432	\$ 48,700	\$ 60,114
Total Expenses	\$ 343,114	\$ 330,328	\$ 406,054	\$ 441,339	\$ 439,818	\$ 308,548	\$ 395,324	\$ 365,877
Net	\$ 7,759	\$ 32,975	\$ (9,258)	\$ 4,260	\$ (12,818)	\$ 2,726	\$ (14,274)	\$ 7,692
Interest income	\$ 2,872	\$ 775		\$ 2,847			\$ 100	\$ 1,299
Total net	\$ 10,631	\$ 33,750	\$ (9,258)	\$ 7,107	\$ (12,818)	\$ 2,726	\$ (14,174)	\$ 8,991
Proposed non-budgeted capital & other outlays from reserves:								
Trailer					\$ 20,000	\$ 9,721		
Portable PA system					\$ 1,000			



(CoR) Committee Report

Prepared by: Oscar Mestas

Prepared for (11/19/2020)

[CoR] Mission:

Act as a liaison between ISA and the component group bringing all pertinent information to the CoR and returning all pertinent information back to the component group.

Committee Members: Oscar Mestas

Committee Report:

Ms. Kimberly Pearson from the Florida Chapter as the next CoR Executive Committee Chair.

October Activity:

One of the most important tasks for the Council of Representatives (CoR) is nominating individuals for the ISA Board of Directors ("the Board") and then electing them. The Nominating and Elections committee (NEC) develops two ballots to elect directors—one for the CoR election, and one for the member election. As with last year, both elections will be held simultaneously. I nominated Carlos J. Llanos of Bogota, Colombia.

Upcoming:

Wednesday, 2 December 2020 at 9 a.m. US Eastern Time for our virtual 2020 CoR Annual Meeting.



Tree Fund Liaison Report

11/13/2020

Prepared by: Amy Heath

Prepared for November 19, 2020

Tree Fund Liaison Mission: To facilitate communication between ISAT and Tree Fund

Committee Members: Amy Heath

Committee Report:

1. The [Annual Work Plan goals](#) for this committee are:
 - a. Goal 1 – Continue to build relationship with Tree Fund
 - b. Goal 2 – Education of ISA Texas Members about Tree Fund and its mission, activities
 - c. Goal 3 – Discuss formation of Texas Tour des Trees team for virtual walk/bike/run event in 2021.

2. Progress made since last board meeting

N/A

3. Work planned between now and next board meeting

Continued communication between Tree Fund and ISA Texas

4. Action items: any items that require a full board discussion and vote. Include any necessary back-up materials board members will need to be informed.

Soliciting input on forming team as mentioned above.



TNLA Liaison Report

11/11/2020

Prepared by: James Theiss

Prepared for November 19, 2020

TNLA Liaison Mission: To establish more effective and efficient communication between TNLA & ISAT.

Committee Members: James Theiss

Committee Report:

1. The [Annual Work Plan goals](#) for this committee are:
 - a. Goal 1 Understand how TNLA & ISAT can collaborate for overall industry awareness
 - b. Goal 2 TNLA / ISAT Communication on Regulatory & Legislative Issues
 - c. Goal 3 Understand how TNLA & ISAT can collaborate on industry professionalism & education
2. Progress made since last board meeting
N/A
3. Work planned between now and next board meeting
TBD
4. Action items: any items that require a full board discussion and vote. Include any necessary back-up materials board members will need to be informed.



Regional Plant Appraisal Committee (RPAC) Report

November 19, 2020

Prepared by: Micah Pace, Chair

Prepared for 2020 Board Retreat Meeting

Regional Plant Appraisal Committee (RPAC) Mission: To periodically review and update the Texas Supplement document to the Council of Tree and Landscape Appraisers (CTLA) *Guide for Plant Appraisal*.

Committee Goals:

- To provide important information regarding tree and plant appraisal process as per the current edition of the *Guide for Plant Appraisal*.
- Provide information regarding the “largest commonly available nursery-grown tree” (Appendix 4 of the *Guide for Plant Appraisal*, 10th Edition).

Committee Members: Micah Pace (Chair), Todd Watson, Greg David, Deb Evans, David Vaughn, and Dayton Archer

Committee Report:

1. Category header for items the rest of the board should be aware of, “FYI” items
 - Last RPAC Meeting – March 8, 2019
 - 10th Edition of the *Guide for Plant Appraisal* no longer mandates the RPAC to publish a unit-cost as previously done.
 - RPAC will no longer update the previously provided Texas Supplement to the *Guide for Plant Appraisal*.
2. Progress made since last board meeting
 - The Committee has agreed by consensus to no longer define a unit-cost for the entire state as species availability and price varies dramatically.
 - The 9th Edition recommended use of a single unit cost for all tree species but was replaced in the 10th Edition with individual unit costs for each tree species found across the state. Since wholesale tree costs change frequently and are now easy to find on the internet, the RPAC encourages each individual appraiser to do their own cost research for each appraisal assignment based on the specific assignment goals and location.
 - The Committee has anecdotally determined to retain the 3” diameter size class to define a general state-wide largest most commonly available tree. Individual appraisers are encouraged to research their local wholesale nurseries at the time of their appraisal assignment.
3. Work planned between now and next board meeting
 - No current committee meetings are planned.
4. Action items: any items that require a full board discussion and vote. Include any necessary back-up materials board members will need to be informed.
 - ISAT BoD should consider how to move forward with the RPAC.
 - Rather than providing statewide species and pricing information, it may be more beneficial to amend the mission of the RPAC to that of providing important information related to any future updates to the *Guide for Plant Appraisal* as well as any important changes to the structure and function of the CTLA.
 - RPAC may also serve as a liaison to ASCA and their Tree and Plant Appraisal Qualification (TPAQ) program.

2021 Work Plan - Goals set by the ISAT BOD at the November 2020 Board meeting based on the Texas Chapter ISA 2018-2021 Strategic Plan					
Strategic Plan Goal Category	Goal number	Innovation Objective	Committee / Primary lead	Secondary lead	Status (Date)
Educational	E.05	Create a 3-year educational event plan covering diverse content, teaching levels, and geography	Educational		In development, adding Webinar Schedule
Educational	E.02	Explore streamlined methods for event management and operational details	Executive	Executive	Surveyed other Chapters. ISA is changing member management software - advised to wait to adopt a new system.
Educational	E.03	Plan for a branding and marketing mechanism to increase event attendance	Educational	Membership	See E. 02
Governance	G.01	Develop a succession management plan for all EC, Director, and Committee Chair positions, as well as future ISAT staff	Executive		
Governance	G.03	Develop clear job descriptions and duties for staff, board and volunteers as part of a Board Manual	Governance		<u>2019-2020 Committee list with Board leads and responsibilities.</u>
Member Services	From 2020 Membership Plan	Get testimonials from members – video and put on social media	Membership		
Member Services	From 2020 Membership Plan	Recruiting volunteers to be brand ambassadors	Membership		
Member Services	From 2020 Membership Plan	Send membership appreciation email to the entire membership for maintaining their membership through this difficult year, reminding them of their benefits and upcoming things to look forward to in 2021	Membership		
Public Awareness	P.01	Develop a plan for public awareness that includes goals, platforms for information dissemination	Outreach	Certification	Weekly postings on FB, Twitter, Instagram. Conducted Texas Tree Showdown to boost social media.
Public Awareness	P.07	Explore how to promote/leverage Texas Tree Climbing Championship	Outreach	TTCC	2020 event cancelled
Research	R.01	Strategize for future development of in-state arboriculture researcher or extension faculty in partnership with TFS, USFS, and AgriLife Extension	Executive		
Research	R.02	Develop criteria for undergraduate research related to the industry	Students and Scholarships		Student Scholarship Committee working with SFA on issue

[Texas Chapter ISA 2018-2021 Strategic Plan](#)

ISA-Texas Operating Budget	2021 Approved
Income	
Online learning Revenue Share	\$ 1,500
Advertising	
Website	\$ 500
Newsletter	\$ 12,500
Oak Wilt Vendors	\$ 2,100
Total Advertising	\$ 15,100
Certification	
Recertification	\$ 18,000
Exams	\$ 14,000
Total Certification	\$ 32,000
Conference	\$ 200,000
Total Conference net	\$ 70,000
Membership	\$ 43,000
Misc.	\$ 1,500
Publication Sales	\$ 100
TTCC & Workshop	\$ 15,000
Total TTCC & Workshop net	\$ 1,000
Total Workshops	\$ 72,850.00
Total Workshops net	\$ 24,150
Total Income	\$ 381,050
Expenses	
Research	\$ -
Web email/registration	\$ 500
Accountant	\$ 2,300
Advertising	\$ 400
Arbor Day	
Awards	\$ 150
Board Expenses	\$ 10,000
Certification	\$ 1,000
Total Conference Expense	\$ 130,000
Chapter Administration	\$ 152,224
Total Fees	\$ 50
Insurance	\$ 2,000
Liaison Travel	\$ 1,000
Member Services	\$ 2,500
Newsletter	\$ 23,000
Officer Travel	
Publication Purchases	\$ 500
Publicity	\$ 1,000
Scholarships	\$ 3,000
Special Projects	\$ 2,000
TTCC and Workshop total	\$ 14,000
Website	\$ 1,000
Workshops	\$ 48,700
Total Expenses	\$ 395,324
Net	\$ (14,274)
Interest income	\$ 100
Total net	\$ (14,174)