

**Texas Chapter International Society of Arboriculture
Board of Directors Meeting Minutes
Internet GoToMeeting
July 31, 2020**

Present:

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

Absent:

Daniel Cottier, Cert. Liaison	Curtis Hopper, Director	Evan Anderson, Director
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I. Call to order

- a. President Alfaro called to order the ISAT Board of Directors at 9:04 AM on July 31, 2020. A quorum was declared present.

II. Approval of minutes

- a. **A motion was made by Thibodeaux to accept the June 25, 2020 Board meeting minutes with corrections. Bird seconded, and the motion passed. (p. 3)**

III. Executive Director Report

- a. Giedraitis reported that the pandemic is still limiting live events. He noted that a Texas Tree Showdown Contest was held online to promote ISAT social media. He also reported that the Oak Wilt Qualification Course and Assessment is being held this week in Glen Rose as a hybrid live/online workshop and this will help to work out the bugs for the hybrid Texas Tree Conference in the fall. He also presented the Quick Stats overview charts that are discussed as part of the committee reports. (p. 6)

IV. Committee Reports

a. Educational Committee

- i. Bird reported that the focus now is on the Conference. He noted that the Oak Wilt Qualification Course and Assessment is being held this week in Glen Rose and in August in Fredericksburg.

b. Texas Tree Conference

- i. Thibodeaux noted that work is proceeding on hosting both a live and virtual conference. Registration is now open for both events. A map of the Trade Show was presented showing fewer booths so that social distancing can be maintained. The conference budgets were reviewed, and breakeven amounts were discussed. (p. 8)

c. Texas Tree Climbing Championship

- i. Schneider reported that there have been no changes since the last meeting.

d. Member Services

- i. **Newsletter.** Johnson noted that the August edition focused on the Texas Tree Climbing Championship will be out soon.
- ii. **Digital and Social Media.** McGregor reported that she had met with Perez to discuss the Three-Year Membership plan and noted that the ISAT Facebook, Twitter, and Instagram accounts continue to increase in membership. (p. 12)

- iii. **Membership.** Files noted that there are 1,096 members. She also reported that the Three-Year Membership plan is starting to be implemented and the coffee hours for interest groups are continuing but are now called ArborChats. She also noted that several Board nominations for this year's election have come from these online meetings. (p. 13)
 - iv. **Outreach Publicity.** No report.
 - v. **Certification.** Perez presented Cottier's report that there are 4 exams scheduled in the remainder of 2020 and that ISAT now has 10 exam proctors, 16 CTW CS evaluators and 6 CTW AS evaluators. She reported that TRAQ expirations can be extended if the qualificants personally notify ISA and ask for an extension. She noted that all CTW exams have been cancelled for 2020 and the COVID-19 Extraordinary Guidelines are still in force. (p. 14)
 - e. **Research + Scholarships.**
 - i. **TREE Fund Liaison.** No update
 - ii. **Student Liaison & Scholarships.** Nelson reported that SFA and TAMU student travel has been cancelled for the fall semester. He also noted that he has spoken to Dr. Williams about ISAT support of undergraduate research and an industry day at SFA in the spring. He reported that the committee is looking at how to match students with mentors in online meetings like the ArborChats.
 - iii. **Research.** No report.
 - f. **Executive**
 - i. **Governance.** Alfaro noted that the Executive Committee meets monthly via the internet and that the next meeting of the Board will be at the Texas Tree Conference. He reported that nominations for election to the Board of Directors closed on July 23rd. (p. 16)
 - ii. **Nominations and Elections.** King noted that there four Director seats in addition to four officers who serve a one-year term. Nominations are closed and there are 14 nominations. Elections will be held online again this year.
 - iii. **Treasurer.** David reported on the year to date financial statements. (p. 17)
 - iv. **Council of Representatives.** No report.
 - g. **Advocacy.**
 - i. No report.
 - h. **Working Groups**
 - i. **Texas Regional Plant Appraisal Committee.** No report.
 - i. **ISA Update**
 - i. Paul Johnson, President of ISA reported that he will become the Past-President at in August.
 - j. **Texas Forest Service Update**
 - i. Paul Johnson reported that TFS will be back at 100% capacity on August 3rd. The TFS Tree MD is now live on the TFS website and they are working on abiotic issues for the future. The Texas Forest Action Plan draft is out for review and comments. He also noted that the Texas Arbor Day ceremony will be in Harker Heights on November 6th. He also reported that TFS will be again be providing conference scholarships for non-profits and government employees - this year for the online conference only.
- V. **Old Business**
 - a. None
- VI. **New Business**
 - a. None
- VII. Meeting adjourned at 10:35 PM
- VIII. Next meeting in Waco on September 25, 2020 at the Texas Tree Conference in Waco

Minutes submitted by Giedraitis

**Texas Chapter International Society of Arboriculture
Board of Directors Meeting Minutes
Internet GoToMeeting
June 25, 2020**

Present:

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

Absent:

Daniel Cottier, Cert. Liaison	Greg David, Treasurer	Curtis Hopper, Director
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I. Call to order

- a. President Alfaro called to order the ISAT Board of Directors at 9:02 AM on June 25, 2020. A quorum was declared present.

II. Approval of minutes

- a. **A motion was made by Johnson to accept the March 5, 2020 Board meeting minutes. McGregor seconded, and the motion passed.** (p. 4)

III. Executive Director Report

- a. Giedraitis reported on activities since the March Board meeting. He noted that right after the meeting, President Trump declared the COVID-19 pandemic a national emergency. As a result, most of the ISAT events were cancelled or postponed. With shelter at home and social distancing requirements, ISAT engaged members in new Virtual Coffee Hours using our existing GoToMeeting platform and by hosting a Texas Tree Showdown contest to find the favorite tree in Texas on the Facebook and Twitter social media platforms. He reported that the Chapter has also expanded its virtual footprint by adding GoToWebinar and has produced two successful webinars on this platform. This will also be used to host the virtual portion of the Texas Tree Conference this year. He noted that the Chapter continues to engage members with over 40,000 total emails so far this year along with surveys and registrations on the Constant Contact web platform. He also presented the Quick Stats overview charts that are discussed as part of the committee reports. (p. 7)

IV. Committee Reports

a. Educational Committee

- i. Bird presented the 2020 events schedule and noted that many of the scheduled events have been cancelled or postponed due to the COVID-19 pandemic effects in Texas. He reported that the committee has introduced webinars to the annual events lineup. He also noted that he is forming a committee to look at planning events on a multiyear calendar. (p. 8)

b. Texas Tree Conference

- i. Thibodeaux reported that the 2020 conference theme is '*40 Years of Texas Tree Culture*'. He noted that a survey was conducted to get the opinions on holding the conference from over 800 past TTC attendees. With over 270 responses, the committee has decided to go ahead with a hybrid live and virtual conference. He

reported that the Waco Convention Center will allow ISAT to cancel up to 7-days before the conference and that we do not have a set hotel contract for this year but the Hilton and Courtyard will allow cancellations up to 72 hours in advance with no penalty. There will be the What's Up Doc Academy on Wednesday, Sept 23 and a single-track conference program on Thursday and Friday. Sessions will be recorded by a professional audio/visual company and will be available as live streams or simulive events for a later date. (p. 11)

c. Texas Tree Climbing Championship

- i. Schneider reported the event scheduled for May 14-16 in Brackenridge Park in San Antonio as cancelled due to city limitations and COVID-19 concerns over social distancing requirements. It was noted that a new trailer was purchased for the event. (p. 37)

d. Member Services

- i. **Newsletter.** Johnson noted that she will be retiring as editor and requested that if anyone knows anybody who is interested, nominations for election are now open. She reported that a contract through the December 2020 edition has been sent to Joan Ivy, the current associate editor, to secure her services for continuity with the new editor. (p. 38)
- ii. **Digital and Social Media.** McGregor reported that the committee hosted a Texas Tree Showdown contest with the Texas A&M Forest Service based loosely on sports bracketing as an effort to boost social media use by members. She reported that posts for Facebook and Twitter are scheduled for weekly release. (p. 41)
- iii. **Membership.** Files noted that there are 1,110 members. He also reported that SPARX360, the contractor who is writing the Three-Year Membership plan has presented the report and noted that several Board members have given their comments. See new business. (p. 43)
- iv. **Outreach Publicity.** Anderson reported that with the pandemic lock-down, tabling events have been cancelled since March (report p. 78)
- v. **Certification.** Perez presented Cottier's report that there are 6 exams scheduled in the remainder of 2020 and that ISAT now has 9 exam proctors, 16 CTW CS evaluators and 6 CTW AS evaluators. The COVID-19 Extraordinary Guidelines were also presented. These were used when the first exam was given worldwide in Dallas last week since all exams had been previously canceled because of the pandemic. (p. 79)

e. Research + Scholarships.

- i. **TREE Fund Liaison.** Rebecca Johnson reported ISAT has made its annual donation to TREE Fund and the Tour de Trees has been cancelled and will be virtual because of the pandemic. (p. 87)
- ii. **Student Liaison & Scholarships.** Nelson reported that the award ceremonies this year at SFA and TAMU were cancelled because of the pandemic. He also noted that he has spoken to Dr. Williams about ISAT support of undergraduate research. He reported that the committee is working with the conference committee to look at how to match students with mentors at the conference. (p. 88)
- iii. **Research.** No report.

f. Executive

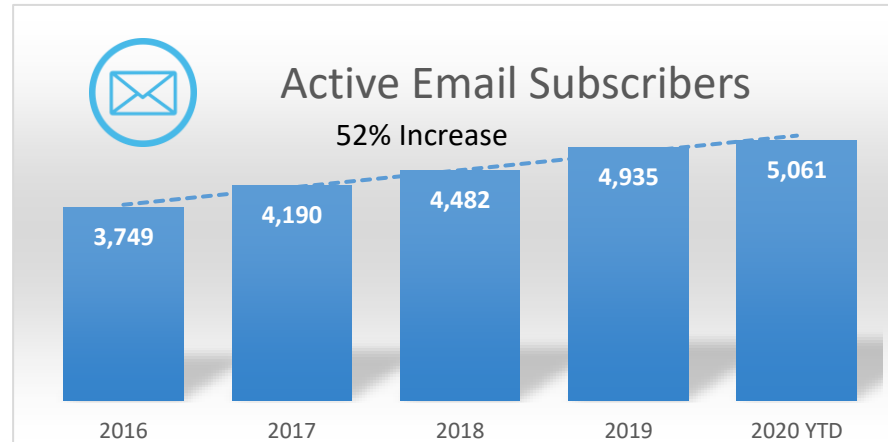
- i. **Governance.** Alfaro noted that the Executive Committee meets monthly via the internet and that it has renewed the contract for association management services with Acorn Arbor Services, LP. He reported that nominations for election to the Board of Directors in now open. (p. 89)
- ii. **Nominations and Elections.** King noted that there four Director seats in addition to four officers who serve a one-year term. She requested that Board members look for potential candidates and invite them to visit the ISAT website for the nomination form. (p. 90)

- iii. **Treasurer.** Giedraitis presented David's report and the year to date financial statements. He noted that net profit is off from \$38,000 last year at this time to \$3,000 this year due to the impact of cancelling events because of the pandemic. He reported that the Chapter will likely end the fiscal year with a net loss of between \$49,000 and \$89,000. He did note that the Chapter has a strong financial position with approximately \$227,000 in reserves. (p. 91)
 - iv. **Council of Representatives.** Mestas reported that he attended the COR townhall meeting on June 3, 2020. He noted that he voted in the special election to fill a vacancy on the ISA Board of Directors. He asked that if there are any issues to take to the COR, to send him an email. (p. 95)
 - g. **Advocacy.**
 - i. No report.
 - h. **Working Groups**
 - i. **Texas Regional Plant Appraisal Committee.** David submitted a report that noted that the 10th Edition of the Guide for Plant Appraisal is out, and the committee is waiting on further clarification from CTLA on a number of technical issues. He also noted that ASCA has suspended TPAQ training and is rewriting the curriculum and that now they are ready to re-introduce the course once the pandemic has subsided. (p. 99)
 - i. **ISA Update**
 - i. Paul Johnson, President of ISA reported staff in Atlanta is still working from home and that the August conference has been postponed until December.
 - j. **Texas Forest Service Update**
 - i. Paul Johnson reported that TFS will be back at 100% capacity on July 1. The TFS Trees Count and Risk Assessment aps are being upgraded. TFS is developing Tree Health, Tree ID and Tree Selector applications and the Tree Health app is in testing now.
- V. **Old Business**
 - a. **Review of 2020 Work Plan:** Alfaro reviewed the progress on the 2020 Work Plan. (p. 100)
- VI. **New Business**
 - a. Draft Three-Year Strategic Membership Plan. Files noted that the report was presented under committee reports (p. 48-77). **Files made a motion to accept and adopt the draft plan with comments and corrections. Thibodeaux seconded and the motion passed.**
 - b. Increasing Diverse Member Engagement. Johnson noted that ISAT has a new virtual communication platform that we can use for our members to engage with each other. Alfaro noted that we have new virtual tools and we need to expand on what we are already doing for our diverse membership. Thibodeaux noted that the Coffee Hours have evolved organically, and each special interest group needs to be led by a champion. Paul Johnson offered TFS assistance with the municipal group.
- VII. Meeting adjourned at 12:08 PM
- VIII. Next meeting in Waco on July 31, 2020 - Location – Virtual – Internet GoToMeeting

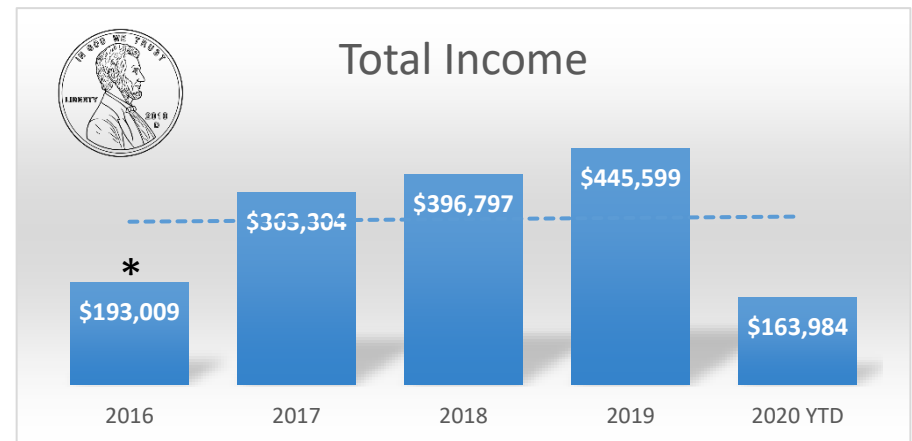
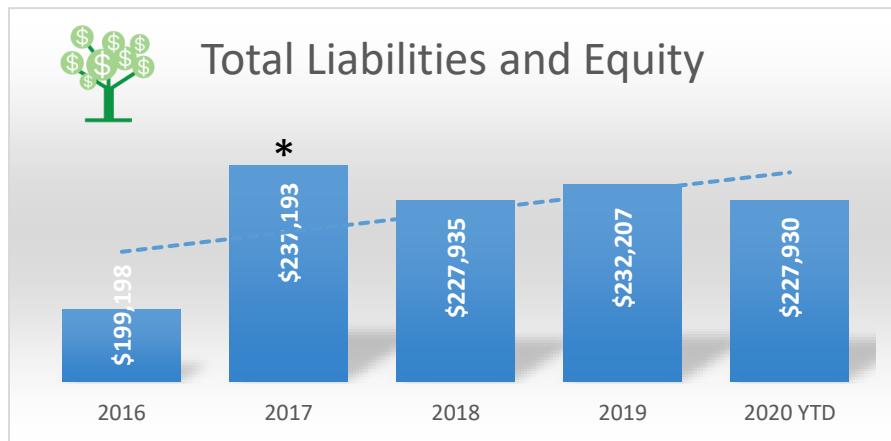
Minutes submitted by Giedraitis

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	\$163,984	\$445,599	\$396,797	\$363,304	\$193,009	\$350,873	\$342,975	\$286,803
Net Income	**(\$7,172)	\$4,272	(\$9,258)	\$38,250	(\$45,415)	\$10,631	\$44,950	\$26
Total Liabilities and Equity	\$227,930	\$232,207	\$227,935	\$237,193	\$199,198	\$244,613	\$233,983	\$189,032

ISAT Year to Date Quick Stats Finances and Email



**** \$15,932**
balance in
PayPal, not
included



* 2016 ISAT hosted ISA International Conference and ITCC

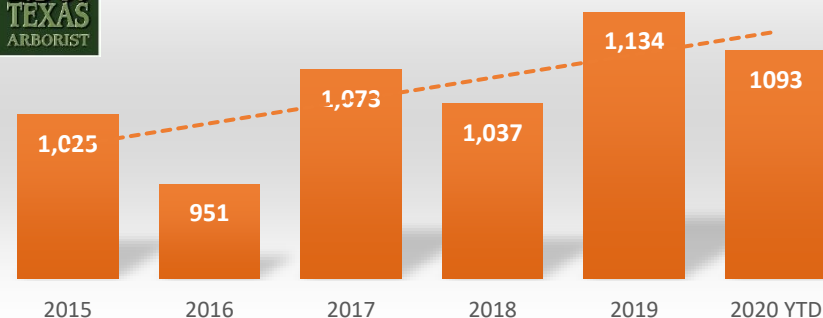
Membership	2015	2016	2017	2018	2019	2020 YTD
ISA ISAT Membership	1,123	1,130	1,265	1,189	1,259	1,227
ISA Members	1,024	1,101	1,135	1,065	1,088	1,041
ISAT Members	1,025	951	1,073	1,037	1,134	1,093

ISAT 2020 Quick Stats: Membership

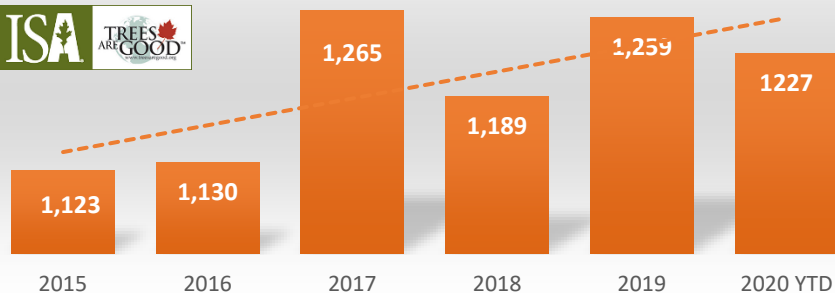


ISAT Members

6.6% Increase (TX pop increase 5.3%)

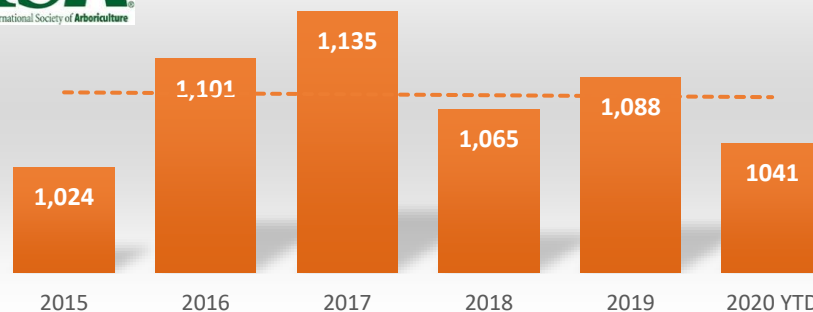


ISA ISAT Membership



ISA Members

1.7% Increase





2020 TTC Committee Report

July 27, 2020

Prepared by: A.J. Thibodeaux

Prepared for: July 31, 2020 Board of Directors Meeting

Texas Tree Conference Committee Mission: Develop a comprehensive program for the 2020 Texas Tree Conference.

Committee Goals:

- Open Speaker Registration
- Send out Exhibitor/Sponsor Postcard
- Secure Waco Convention Center and Hotel Contract
- Retain Graphics Designer for logo
- Schedule Committee Conference Calls

Committee Members:

- See attached committee members list

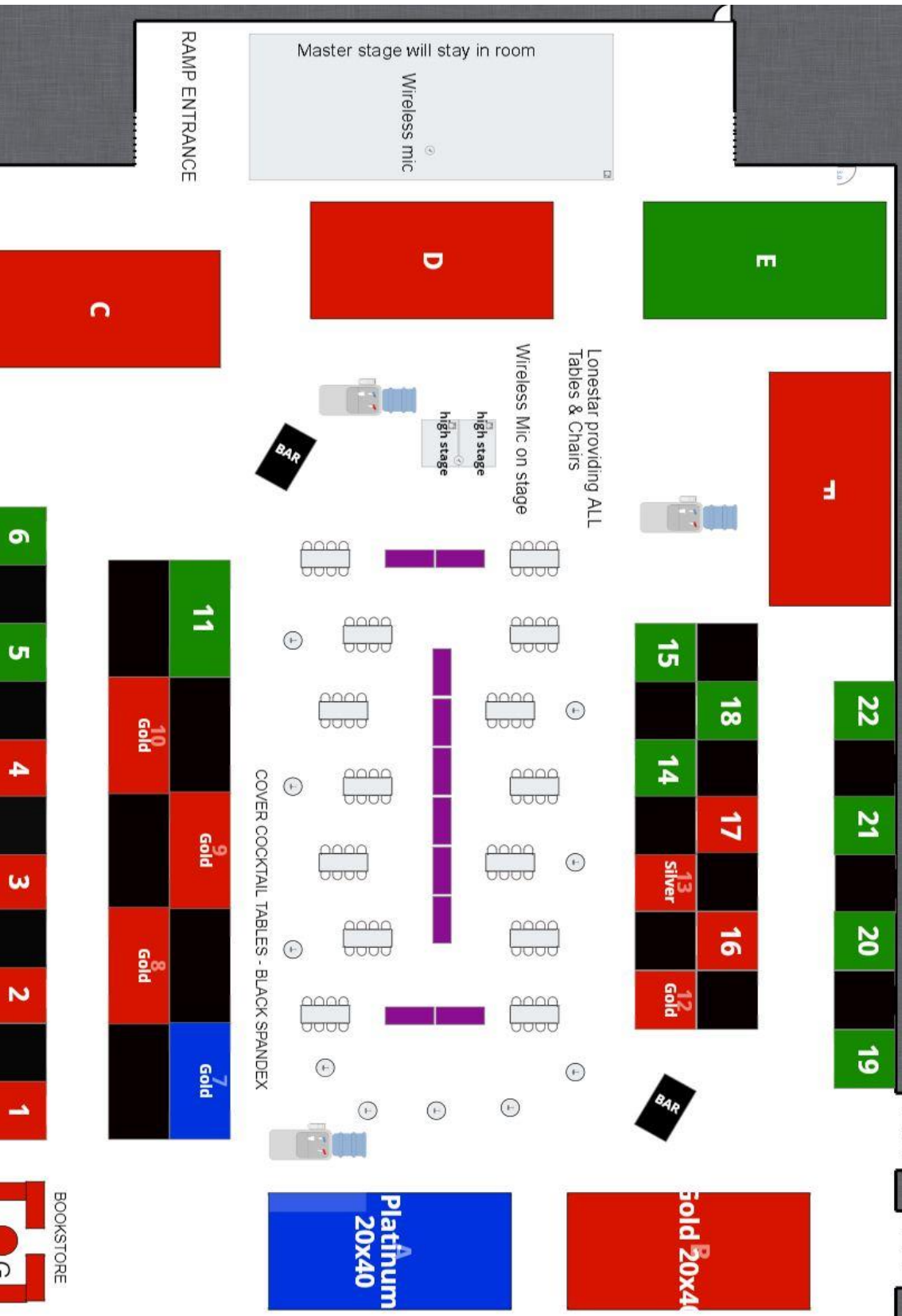
Committee Report:

1. Conference logo completed.
2. Exhibitor/Sponsor Postcard sent out. [Online registration](#) live on 7/16/2020. Currently have 17 signed up.
3. Speaker registration updated to reflect hybrid conference model. Dates for the virtual presentation proposed.
4. Volunteer [signup](#) is online and open.
5. Trade show floor (attached) has been redesigned to accommodate social distancing. If the live event is cancelled, we will offer exhibitors a full refund or offer a virtual trade show that can be exhibitor provided spots played before and after each session, website links in Tree-Mail and one issue of In The Shade dedicated to exhibitor ads only.
6. Waco Convention Center agreed to only charging for what we use, if any for 2020. Only responsible for a \$500.00 deposit and that will be credited to 2021 if we don't have a live conference this year. As of last contact, the WCC is scheduled to open on August 1, 2020.
7. Hilton Waco and Courtyard by Marriott has agreed to provide rooms at the following rates. Have also agreed to not charge cancellation fees for up to 48 hours before the event and to batch cancellations so individuals don't have to call in. Currently do not have a standing contract.
 - a. Hilton - \$149 for standard kings and doubles, \$169 for Executive Kings and Doubles
 - b. Courtyard - \$142 for standard Kings, \$149 for standard Doubles
8. 2020 TTC early [registration](#) opened 7/27/2020.

9. Revised TTC budget attached.
 - a. Live:
 - i. 100 attendees, we just about break even if exhibitors hold.
 - ii. 200, \$15,759
 - iii. 300, \$32,559
 - b. Virtual:
 - i. 50 attendees, \$9,875
 - ii. 100, \$19,750
 - iii. 200, \$39,500
 - iv. If live cancels and we hold exhibitors and sponsors, +\$24,000
10. Both the English and Spanish Tree Schools will be canceled for this year.
11. Awards Luncheon would be reduced to a small awards presentation in the Exhibit Hall during the Thursday evening Exhibitor Social. *Need input from the Awards Committee.*
12. Poster Session cancelled as of 6/29/2020.
13. Book store - 6/29/2020 Spoke to Caitlyn and her team are working on a virtual book store model that will include a coupon code for Conference attendees discounts. Will be following up with more details as it develops.
14. Wednesday Night Social - 07/06/2020 - Spoke to Megan at Waco Parks about the use of Indian Springs Park. Currently not allowing gatherings of over 10 people. Any organized event must have approval and currently not approving any. But, the parks are open to the public. If we do not advertise an organized event and only inform participants that some may be at the park from 5:30pm to 7:00pm if you want to network and say hi. BYOB is okay. Gather in groups of 10 or less and wear a mask if social distancing can't be maintained.
15. Silent Auction - still up in the air. Not sure what we are going to do yet.

Work Planned:

1. Continue to hold monthly committee calls
2. Follow up with Caitlyn on the book store model.
3. Confirm speakers are on board with Virtual model.
4. Finalize and order conference swag items.
5. Establish last date to cancel Live event so speakers can change travel plans and move to organizing Virtual only Conference. (Proposed September 1, 2020.



2020 Texas Tree Conference Budget / Revised

Item	Reduced Budget
Income	
Conference	
Deposit reimbursement	
Auction	0
Bookstore	0
Sponsors	10,000.00
Exhibitors	25,000.00
Registrations	80,000.00
Other	
Tree Fund Donations	
Total Conference	115,000.00
Total Conference net	57,174.06

Expenses
Conference

Awards	\$0.00
Social	\$0.00
Swag and t-shirts	\$7,000.00
Registration Brochure	\$600.00
Logo	\$1,500.00
Catering	\$10,000.00
Speaker	\$10,000.00
Auction	\$0.00
Book Store	\$6,225.94
Exhibitors	\$2,500.00
Registration	\$4,000.00
Sponsors	
Waco Convention Center	\$10,000.00
Hotel	
Other	\$2,500.00
Decorations	\$3,500.00
Mobile Event App	\$0.00
expense	\$57,825.94

	Live Registration			Virtual Registration		
	Academy	Acad&Conf	Conference	Academy	Acad&Conf	Conference
	\$ 150.00 10%	\$ 320.00 70%	\$ 195.00 20%	\$100.00 10%	\$225.00 70%	\$150.00 20%
# paying	100	200	300	50	100	200
nonpaying	50	50	50			
vendors/speakers/staff						
per person						
spn/exh	\$ 23,985.00	\$ 23,985.00	\$ 23,985.00			
Revenue	\$ 27,800.00	\$ 55,600.00	\$ 83,400.00	\$9,875.00	\$19,750.00	\$39,500.00
(Revenue for just member registrations +\$60 for nonmember)						
Expenses	\$51,785.00	\$79,585.00	\$107,385.00			
Net	(\$1,040.94)	\$15,759.06	\$32,559.06	\$9,875.00	\$19,750.00	\$39,500.00

\$ 20.00	\$3,000.00	\$5,000.00	\$7,000.00
	\$600.00	\$600.00	\$600.00
	\$1,500.00	\$1,500.00	\$1,500.00
\$ 90.00	\$ 9,000.00	\$18,000.00	\$27,000.00
	\$10,000.00	\$10,000.00	\$10,000.00
	\$0.00	\$0.00	\$0.00
	\$6,225.94	\$6,225.94	\$6,225.94
	\$2,500.00	\$2,500.00	\$2,500.00
	\$4,000.00	\$4,000.00	\$4,000.00
	\$10,000.00	\$10,000.00	\$10,000.00
	\$2,500.00	\$2,500.00	\$2,500.00 AV
	\$3,500.00	\$3,500.00	\$3,500.00 P&D
	\$0.00	\$0.00	\$0.00
	\$52,825.94	\$63,825.94	\$74,825.94



Social Media-Committee Report

6/18/2020

Prepared by: Rachel McGregor

Prepared for 6/25/2020

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

Committee Goals:

- Analytics from Facebook, Twitter, and Instagram

Committee Members:

Committee Report:

1. Had a meeting with Misti to discuss social media post ideas
2. Post once a week to FB, Twitter, and Instagram using Buffer to schedule posts
3. Followers: (We still continue to increase our numbers)
 - a) FB-1,013
 - b) Twitter- 713
 - c) Instagram-45 (Just started page on June 3rd)
4. Keep finding relevant material and scheduling posts



Membership Report

Prepared by: Priscilla Files and Misti Perez

Prepared for Board Meeting on 7/31/2020

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:

1. Current Membership is 1096.
2. The Membership 3 Year Plan has been in progress for the last few weeks. We've been fleshing out the calendar that was provided to us with details for each quarter for our marketing and communications. Marketing posts have been scheduled for every two weeks for all social media platforms. These include a list of member benefits with our logo and a Text-to-Join flyer for our online newsletter.
3. Coffee Hours are continuing for Commercial business owners, Non-Profit Organizations and Municipal Tree Care Workers with fluctuating attendance. We have gotten a couple board nominees out of these meetings, in addition to networking.



Certification Report

7/31/2020

Prepared by Daniel Cottier and Misti Perez

Prepared for Quarterly Board 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: Daniel Cottier

Committee Report:

1. Certification Numbers

BCMA 48

CA 1289

U 108

M 63

CTWCS 25

CTWAS 6

OWQ 217

TRAQ 284

WRRQ 86

2. Upcoming exams for 2020:

- 9/25 CA, CTW, M, U Waco
- 10/15 CA, CTW, M, U San Antonio
- 11/13 CA, CTW, M, U Ft. Worth
- 12/18 CA, M, U Dallas

3. 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.

4. New Exam Guidelines are still in place, an exam held in Dallas utilized the new guidelines with no issues. All CTW exams have been cancelled for 2020.

ISAT Annual Tree Conference, Sept 23-25

Sept 23, Wednesday	CA	UA	M	CTW	BCMAS	BCMAP	BCMAM
Texas Tree Academy One	6.25	0.75	6.25		5.5		0.75
Sept 24, Thursday	CA	UA	M	CTW	BCMAS	BCMAP	BCMAM
Morning	3	2	3			2	1
Afternoon	3	1.5	3	0.75		2.25	0.75
Sept 25, Friday	CA	UA	M	CTW	BCMAS	BCMAP	BCMAM
Morning	3		3			1.5	1.5
Business Meeting	1	1	1	1			1



Executive Committee Report

7/27/2020

Prepared by: Jason Alfaro

Prepared for July 2020 BOD 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: Emily King

President: Jason Alfaro

President-elect: A.J. Thibodeaux

Vice president: Mark Bird

Editor: Rebecca Johnson

Treasurer: Greg David

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. Nominations for Board positions were released.
 - b. No other items since last meeting.
3. Work planned between now and next board meeting:
 - a. Update to membership during the business meeting at the Texas Tree Conference.
4. Action items: none at this time



Treasurer's Report / Finance

July 27, 2020

Prepared by: Greg David

Treasurer's Report:

1. ISAT - current financial position: roughly \$228,000 in cash, CD's, and US Treasury notes.
2. I have reviewed all Texas Chapter disbursements year-to-date, and all seem to be proper and in order.
3. The July 27, 2020 P&L statement shows us to have a \$7,000 net loss for the year-to-date. This does not reflect the \$10K in revenue currently held in the PayPal/Stripe accounts that could potentially have to be refunded if scheduled workshops have to be cancelled.

ISAT

Profit & Loss

January 1 through July 27, 2020

	Jan 1 - Jul 27, 20
Ordinary Income/Expense	
Income	
Online Learning Revenue Share	1,274.00
Advertising	
Advertising Newsletter	16,450.00
Oak Wilt Vendors	2,800.00
Total Advertising	19,250.00
Certification	
Recertification	9,031.00
Certification Exams	8,257.00
Total Certification	17,288.00
Conference	
Exhibitors and Sponsors Income	24,280.00
Total Conference	24,280.00
Membership	29,470.00
Misc.	1,276.73
Publication Sales	55.00
TTCC & Workshop	
Exhibitors and Sponsors Income	0.00
TTCC & Workshop - Other	2,190.00
Total TTCC & Workshop	2,190.00
Workshops	
Webinar Income	3,580.29
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	3,325.00
2020 TRAQ CSTX Income	14,950.00
TAMU Diagnosis Workshop	6,410.00
Wildfire Risk Qualification	6,045.00
Womens Climbing Workshop	6,685.00
Bilingual Tree Worker Workshop	16,230.00
Oak Wilt ID and Mgnt Workshop	174.99
Total Workshops	68,900.28
Total Income	163,984.01
Gross Profit	163,984.01
Expense	
Advertising Expense	
Oak Wilt Vendor Advertising Exp	86.85
Newsletter Advertising Expense	315.35
Total Advertising Expense	402.20
Association Management Services	
Assoc. Mgnt. Services Expenses	706.30
Association Management Services - Other	84,113.04
Total Association Management Services	84,819.34
Research	6,000.00
Accountant	1,140.00
Board Expenses	833.99
Certification Expenses	2,499.19

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07/27/20
Cash Basis

ISAT
Profit & Loss
January 1 through July 27, 2020

	<u>Jan 1 - Jul 27, 20</u>
Conference Expenses	
Exhibitors and Sponsors Expense	700.53
Logo	1,500.00
Book Store	6,225.94
	<hr/>
Total Conference Expenses	8,426.47
Fees	
Bank Fees	49.70
	<hr/>
Total Fees	49.70
Insurance	1,976.00
Member Services	6,462.53
Newsletter Expenses	14,524.15
Publicity	1,434.75
Scholarships	4,500.00
TTCC and Workshop	
Exhibitors and Sponsors Expense	49.90
TTCC and Workshop - Other	3,590.34
	<hr/>
Total TTCC and Workshop	3,640.24
Web Site	28.16
Workshop Expenses	
Healthy Soils Workshop Expenses	1,585.38
2020 TRAQ Renew WTX Expense	3,154.64
2020 TRAQ Dallas Expense	9,361.49
2020 TRAQ RRTX Expense	490.35
2020 TRAQ CSTX Expense	9,565.39
TAMU Diagnosis Workshop	1,302.29
ISAT Webinars Expense	4,552.13
Wildfire Risk Qual Expenses	696.71
Womens Climbing Workshop	284.34
Bilingual Tree Worker Workshop	2,450.97
Oak Wilt ID and Mgnt Workshop	975.54
	<hr/>
Total Workshop Expenses	34,419.23
	<hr/>
Total Expense	171,155.95
	<hr/>
Net Ordinary Income	-7,171.94
	<hr/>
Net Income	<u><u>-7,171.94</u></u>

ISAT
Balance Sheet
As of July 27, 2020

	Jul 27, 20
ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo	67,888.93
Total Checking/Savings	67,888.93
Other Current Assets	
Treasury Direct	124,044.50
Wells Fargo CD #2	25,421.32
Wells Fargo CD #1	-102.38
Total Other Current Assets	149,363.44
Total Current Assets	217,252.37
Fixed Assets	
Trailer TTCC	9,721.13
Accumulated Depreciaton	-604.00
Office Equipment	1,560.02
Total Fixed Assets	10,677.15
TOTAL ASSETS	227,929.52
LIABILITIES & EQUITY	
Equity	
Retained Earnings	235,101.46
Net Income	-7,171.94
Total Equity	227,929.52
TOTAL LIABILITIES & EQUITY	227,929.52