



Colorado Native Plant Society Board Meeting Minutes

Location: Denver, CO

Regis University Library, Tracy Center, Main Level
3333 Regis Blvd. (corner Regis Blvd. & Lowell Blvd.)

February 4, 2017 from 9:30 a.m. – 12:00 p.m.

Present: Mo Ewing, Jessica Smith, Renee Galeano-Popp, Steve Olson, Jennifer Boussetot, Linda Smith, Amy Yager, Cecily Mui, Jenny Neale, Erica Cooper, Rich Rhoades

By Phone, system: 303-964-6674: David Julie, Denise Wilson, Jan Turner, Bob Powell

Call to Order Renee Galeano-Popp called the meeting to order at 9:46 am

Announcements

1. The 6-member Operations Committee has held four meetings since the last Board Meeting on Dec 3, 2016, and they wanted to bring the Board up to date on their work; these items were brought up under Business below; the goal being transparency and completeness.
2. New titles for Jen Boussetot, Marketing & Events Coordinator
3. Colorado Gives Resulted in \$1765 in Donations for CoNPS
4. New CoNPS Workshops offered – see eNews.
5. Lenore Mitchell new Denver Chapter President
6. Denise Wilson finishing her term as Secretary at the end of 2017 (will have served 4 years); she will continue on the Operations Committee.
7. Jenny Neale is finishing her term as Director - Member at Large at the end of 2017.
8. Bob Powell submitting book report on Erin Tripp's new Lichens book for Aquilegia.

Business

1. Approve Minutes from Nov 19 Strategic Planning Meeting (**VOTE**) (Denise Wilson) (attached)
 - a. Minutes attached; Denise moved & Mo seconded to approve Minutes via email
 - b. Minutes passed unanimously
2. Jennifer Boussetot has had conversations with a potential donor, Connie Holzinger, a private foundation, who wants to volunteer her time, too, and she developed a list of her interests:
 - a. Celebrating Native Plant Week- June 10-16 – funding an event with speakers
 - b. Finding a restoration site perhaps at Butterfly Pavilion, or with WRV
 - c. Fill her own area with natives and use as a model for native plant landscaping
 - d. Creating website page highlighting statewide native plant sites
 - e. Work with Audubon
 - f. We will approach her and ask if she is open to suggestions from Chapters
3. Update on Employee Payroll System (Denise Wilson)
 - a. Employees will receive their pay by direct deposit on Monday, Feb 6th for January work
 - b. Employees will input their time & categories in the Hub from which we can get reports
4. Update on Employees given by their respective supervisors

- a. Linda Smith (Mo Ewing)
 - a.i. Added eNews
 - a.ii. More website support
 - a.iii. She feels her time will settle closer to 45 hours per week
 - b. Jen Boussetot (Renee Galeano-Popp)
 - b.i. Virtual Plant Sale – Mo & Linda will assist for the website; plant list from Jennifer
 - b.ii. Working with Chapters
 - b.iii. Working on Garden Tours - David & Jennifer spent an afternoon with the Northern Chapter
 - c. Ronda Koski (David Julie)
 - c.i. More workshops outside of the Front Range, but instructors would like to be reimbursed for their travel expenses
 - c.ii. To collect specimens, they have to pay a collection fee, can CoNPS reimburse?
 - c.iii. These expenses should not come out of expenses used to calculate Ronda's pay
 - c.iv. Supports Workshop Coordinator for the West Slope
5. Employee Handbook (Amy Yager)
- a. Straightforward items, such as no discrimination
 - b. Amy will have a draft by the next meeting fleshing out the line items
 - c. Can we call it an employee Manual?
 - d. Need a Drop-box or shared Google file with shared important documents, which is an official place to deposit these documents where folks may readily find them
6. Vacancies of President, Vice-Pres., Secretary, 1 At-Large board Member (Renee Galeano-Popp)
- a. These announcements need to continue in each eNews
 - b. Announcement in Aquilegia; biographies will be printed in the Summer issue; 2-4 weeks before the annual conference
 - c. Renee will keep a list of interested people and can re-contact them
 - d. Spring issue of Aquilegia at the end of February with fieldtrip information
 - e. Jan will put together an Aquilegia schedule for issue deadlines and bring that to the OC
7. Budget (**2 VOTES**) (Mo Ewing)
- a. Mo passed out revised budget with changes
 - a.i. Capital Gains included restricted funds: reduced from \$7186 to \$1186
 - a.ii. Garden Guides: request reduced from \$4642 to \$1100. Amy has Guides printed and ready; these can be sold on-line at the website, and in person at events.
 - a.iii. Unadjusted column computes Chapters subventions at 25% of their dues revenue, but these full amounts are rarely used
 - a.iv. Mo is less confident of the newest income-generating projects to produce the same income as last year; revenues are the question marks
 - a.v. Projected loss of from \$666 to \$2859, but this would improve if the Annual Meeting nets more than this conservative figure of \$1825. We have \$15,000 – \$20,000 that could fund a deficit, but we don't want cumulative net losses

- a.vi. Mission Grant works with the surplus of the previous year; we set aside half of surpluses to fund requests; has about \$10,000 in restricted funds
 - a.vii. Erica Cooper moved to accept Native Plant Garden Guide funding of \$1100, Amy second; Bob Powell abstained, and the vote passed
 - a.viii. Jessica moved to accept the budget, Bob seconded; motion passed unanimously
- 8.** Jennifer – Audubon is shifting revenue focus from federal funding to a structure that is sustainable in the future, so they are seeking help from Native Plant Societies. Going back to Emily at Audubon to have them send a formal request, which can go to the Mission Grant Committee, filled by Jenny Neale, Bob Powell and Don Hazlett.
- 9.** NPM issues
- a. Request from Barbara Fahey to fund conversion of database to Ackerfield’s nomenclature. Being looked at by the Mission Grants committee. Group agreed that there should be a column for Weber and one for Ackerfield; synonyms should be retained. Request from them a written proposal with a budget; shouldn’t they be requesting funds from Jefferson County first? Item tabled until we receive more information. Let them know that they do not qualify for Marr Grant, but should direct this request to the Mission Grant Committee.
 - b. Agreement with CoNPS:
 - b.i. They requested more space in eNews, but the general feeling is that we agreed to listing “Other Botanical News” with links at the bottom of the eNews
 - b.ii. Discount for CoNPS membership – discount for new students. They will give CoNPS a discount for their programs, as yet undetermined
 - b.iii. Encourage their instructors to be members of CoNPS
 - b.iv. Removed statement about all workshops would hand out CoNPS brochures and vice-versa
 - b.v. Can NPM distribute our eNews? They cannot.
 - b.vi. End document should be signed and dated. Renee can do this on behalf of the Board and Renee will send the final document to the Board for approval.
- 10.** Science Fair hosted by CSU, and the Northern Chapter is representing CoNPS. Funded out of Education & Outreach to pay \$100, agreed by David Julie, Chair.
- 11.** West Slope CoNPS Workshop Coordinator (Mo Ewing). We tabled this because we haven’t decided on the Western Slope Annual Conference. Mo updated the Board on the views of the two Western Slope Chapter Presidents. They were concerned about the true need, as well as having to supervise an employee and find volunteers. Perhaps we need to inspire these folks, but what do they want to see? We need to keep the conversation going. Elicit Bob Powell’s comments which I could not hear
- 12.** Annual conference(s) Jennifer
- a. Avoid July 7-16 Wildflower Festival
 - b. Talking venues, dates and (Primarily fieldtrip oriented) structure with Gay tomorrow
 - c. Jennifer updated with potential sponsors and venues
 - d. Early September
 - e. Need to recruit more people for Annual Meeting Committee
- 13.** Legal (Jessica Smith) we joined the Colorado Non-Profit Association. Jessica Smith and Mo Ewing will attend legal review on Feb 15th. Has prepared documents and shared

them in a Google Drive. We agreed to have a section on our Website for important Documents, and Mo offered to get these on a webpage.

14. Renee concluded with a plea for communication. She has received written reports from all Chapters and Employers, but wants reports from committees.

Adjourn: Renee Galeano-Popp adjourned the meeting at 12:03 pm. Jessica moved, and Jenny seconded; unanimously passed to adjourn.

Next Board Meetings: Amy is sending out a Doodle poll for the next meeting.

Attachments:

Final Minutes of Nov 19, 2016 Strategic Planning Meeting (Denise Wilson)

Vacancies announcement (Renee Galeano-Popp)

2017 projected Budget Summary (Mo Ewing)

Draft Responsibilities of the Board (Jessica Smith)

Employee Handbook (Amy Yager)

See CoNPS Chapter Reports January 2017 attached