



Nevada Shade Tree Council Board Meeting Minutes

September 13, 2012
0900 – 1500 hrs

Meeting Location:
University of Nevada Cooperative Extension
8050 Paradise Road, Suite 100
Las Vegas, Nevada 89123

In Attendance:

Molly Sinnott, President
Lisa Ortega, Past President
Bill Bowers, Treasurer
Forest Schafer, Secretary
Tammi Gaudet, Executive Secretary
Matty Haro
Bill Wolf
Dick Post
ML Robinson
Tina McKeand

Mike Verchik
Greg Deuley
Cliff Wood
Richard Liefried

GUESTS AND EX-OFFICIO

David Howlett – NDF
Laura Eisenberg – NDF, Las Vegas Office
Martin Jones – Guest

I. WELCOME AND INTRODUCTIONS

Molly Sinnott called the meeting to order at 0900 hrs.

II. USFS REPORTING AND DISCUSSIONS

Margie Ewing, USFS Urban and Community Forestry Program Liaison, was not present.

III. NDF URBAN AND COMMUNITY FORESTRY STATE COORDINATOR REPORT

The tree inventories for Henderson, Sparks and Boulder City are complete. The North Las Vegas tree inventory is nearly complete. NDF is submitting UCF Western Competitive grant proposal for \$300,000 to finish incomplete inventories, train municipalities, and apply tree inventory data to local management plans. Proposals are also being submitted for NDF Nursery and Biomass programs.

IV. NEVADA SHADE TREE COUNCIL ITEMS

IV.A. Approve February 7, 2012 Videoconference Minutes

The February minutes were amended to clarify voting members with the same first names. *Dick Post moved to approve the minutes as amended. Tina McKeand seconded. Motion approved unanimously.*

IV.B. COMMITTEE REPORTS

IV.B.1. Treasurer's Report

Bill Bowers must receive a report of matching hours in order to provide reimbursement to members. Volunteer hours for which reimbursement is not requested should be included on the volunteer hours form to record match for primary NSTC/NDF grants. Class attendees and instructor time can be used for volunteer match. Backup documentation must be provided.

The NSTC holds \$17,751 cash. \$16,000 is available in the general NSTC grant, and \$6,000 is available in the Lake Tahoe grant. A new budget must be completed by December 31, 2012.

IV.B.2. By-laws

Lisa Ortega presented potential changes to the NSTC by-laws. *Lisa will distribute the draft for review. David Howlett will investigate open meeting law requirements.*

IV.B.3. Education

4 people have registered for the October Arborist training and exam in Reno. The most recent training brought in ~\$3500 in revenue, and incurred ~\$2,000 in expenses. The class went over-capacity because of unpaid registrants. Several members suggested turning away registrants that have not pre-paid.

IV.B.4. Nominations

The president-elect position is currently vacant. Bill Bowers plans to step down as treasurer. *Greg Deuley, David Howlett and Lisa Ortega will research options for managing NSTC finances after Bill is no longer treasurer.*

Lisa Ortega moved to elect Forest Schafer as secretary. Greg Deuley seconded. Motion approved, with Forest abstaining.

Lisa Ortega moved to elect ML Robinson to the board. Greg Deuley seconded. Motion approved, with ML abstaining.

Lisa Ortega moved to elect Mike Verchik to the board. Greg Deuley seconded. Motion approved, with Mike abstaining.

IV.B.4. Northern, Southern, and Western Area Reports

UNCE is hosting Tree Care Session on February 1 and 8 in Las Vegas. ML Robinson is seeking speakers.

Isolated infestations of bark beetles have been identified in Las Vegas aleppo and eldarica pines. Wood borer activity in the Las Vegas area is increasing, especially in some ash and elm trees.

The Ely Tree board completed a “Right Tree Right Place” tree planting and care guide in conjunction with the Mt. Wheeler power company. The Ely Tree board is also working with NDF to develop biomass utilization technology for pinyon-juniper thinning projects.

IV.C. OLD BUSINESS

IV.C.1 Arbor Day 2012

Discussion deferred until next meeting.

IV.C.2. Desk Guide progress

Lisa Ortega and Susan Stead compiled a timeline document detailing the tasks that need to be completed each year by the NSTC board. *Lisa will revise the document and distribute for review.*

IV.C.3. Arborist Training

Item discussed under IV.B.3.

IV.C.4. Newsletter

Tina McKeand will compile a newsletter when she has received enough articles to fill the document.

IV.C.5. Website

Forest Schafer presented options for a redesign of the NSTC website and the associated costs. Option A: Maintain current site for \$125 annually. Option B: Migrate to a Wordpress site for \$125-\$360 annually. Option C: Migrate to a Google hosted site for \$0-\$125 annually.

Dick moved to select option B. Tina McKeand seconded. Motion approved unanimously. Forest will work on having a beta Wordpress site ready for board comment by the next meeting.

IV.C.6. Facebook

Discussion deferred until the next meeting.

IV.C.6. Bumper Stickers

Discussion deferred until the next meeting.

IV.D NEW BUSINESS

IV.D.1. Nevada Shade Tree Week

NSTW projects require cultural resource clearances from the State Historic Preservation Office if funded through a federal grant. Projects funded with NSTC cash do not require a cultural resource clearance. Supplies for NSTW projects can be purchased with no tax if the vendor bills NSTC. Projects can take place outside of the dedicated week if it's required.

Forest Schafer will review applications for the western region, Lisa Ortega for the southern region, and Bill Wolf for the northern region.

Forest Schafer moved to approve the use of NSTC funds to fund NSTW projects, if required. Mike Verchik seconded. Motion approved unanimously.

IV.D.2. PayPal

The group discussed options for accepting online payments, and additional steps required for non-profits. *Greg Deuley moved to authorize the creation of a PayPal merchant account. Mike Verchik seconded. Motion approved unanimously.*

IV.D.3. 5 Year Strategic Plan

Discussion deferred until the next meeting.

IV.D.4. Review Action Items

Discussion deferred until the next meeting.

IV.D.5. Conference Updates

Desert Green will take place October 18-19. A 10% discount is provided for groups of 5 or more. *Greg Deuley moved to sponsor Susan Stead for registration, travel and lodging for the Desert Green Conference. Tina McKeand seconded. Motion approved unanimously.*

IV.D.6. Other Items Brought to the Table by Members

Molly Sinnott stated that it is every board members responsibility to respond to “Doodle” links and to edit their status if their availability for meetings changes. It is the sole location for making travel arrangements and discussing meeting times.

V. PUBLIC COMMENT PERIOD

No items were brought forward.

VI. NEXT MEETING DATE AND LOCATION

A meeting date was not determined.

VII. ADJOURNMENT

Molly Sinnott adjourned the meeting at 1500 hrs.

Submitted by Forest Schafer.