



## Board of Directors Meeting

Thursday August 11, 2022

2:30-4:30pm

Grayling Super 8

5828 Nelson A Miles Pkwy, Grayling, MI 49738

(Zoom option listed at bottom of agenda)

### AGENDA

#### Preliminaries

Call to order —President Emily Huff Bill Cook in place of Emily

Meeting called to order at 2:37pm

Roll call, quorum establishment (6 constitute a quorum):

In person: [Haley Dukes](#), [Maureen Stine](#), [Mike Jones](#), [Deb Huff](#), [Ned Caveney](#), [Bill Cook](#), [Raju Pokharel](#)

On Zoom: [Karen Potter-Witter](#), [David Rowe](#), [Tara Bal](#), [Elan Lipschitz](#), [Gordon Terry](#)

Staff attending: [Georgia Peterson](#), [Jen Cronkhite](#)

([Georgia sent documents via email](#))

#### \*Action Items

1. Approval of Agenda: [Moved – Ned Caveney](#), [Second -- Deb Huff](#), [No discussion](#), [Unanimous approval](#)
2. Approval of Minutes of June meeting: [Moved to approve last meeting minutes – Ned Caveney](#), [Second – Deb Huff](#), [No discussion](#), [Unanimous approval](#)
3. Financial Report – [Raju Pokharel & Georgia Peterson](#)  
[Dues continue to be collected](#), but there are a lot more to collect
  - [Typically collect most in last quarter so on track as usual](#)
  - [Good on donations, better than projected](#)
  - [No new administrative costs](#)
  - [Taxes for one property increased – added to expenses](#)
  - [Balance is negative \\$3,325.17, but that is before collecting remaining dues](#)
  - [Bill – question, who do parcel tax invoices come to](#)
    - o [Georgia. Georgia writes the checks to pay those, but that is not the right process.](#)
    - o [Who should be writing them?](#)
    - o [Raju could take more responsibility going forward. Raju should be writing the checks](#)
      - [Next month meeting to figure out check writing](#)
  - [Deb - Policy should be in place to meet check writing criteria to retain 501C3 status](#)
    - o [Thinks there is an approved financial policy on how to do things that needs to be put into place.](#)
      - [Financial committee wrote a policy, but not sure it's approved formally](#)
  - [Debit card is with Georgia. Had to pick up bins for merchandise storage](#)
    - o [Spending does need to be approved.](#)

- Karen Potter Witter, what bill is increasing, how much and why? Will winter go up?
  - o All properties except Isabella come in the spring for the full year
  - o Isabella paid twice, once in spring and once in fall. Fall went up roughly \$200 because property value assessment increased
  - o KPW- suggests we project next year increase to account for winter increase
- Raju – how can we make finances more transparent. We are working to organize and make it easier to convey how finances are going to everyone
  - o Tried to meet with properties committee to do something about the money sitting that is supposed to be invested into some property. – discuss during property committee slot of agenda
- Ned – another category should be added to show return on income from Ned’s book does that fit under outreach and education
  - o Answer: It is listed under the 50<sup>th</sup>
- Operating budget – allocated \$10,000 from timber sale to operating budget. This was added by Georgia into the budget sheet

Motion to approve – Ned Caveney

Second – Elan Lipschitz

Discussion happened prior

Unanimous approval

4. Proposed ~~2022~~ 2023 meeting dates, conduct virtually EXCEPT with celebration (all Thursdays):
  - a. March 3 2
  - b. June 1
  - c. Sept in conjunction with annual celebration
  - d. November 2

Motion to approve dates and form as 3 virtual except annual meeting.

Motion to approve – Maureen Stine

Second – Raju Pokharel

Discussion

- Georgia – virtual proposals due to long travel for short meetings. Just a suggestion, can be discussed.
- Deb – Byron Sailor prefers to be in person because you lose connection with too many virtual meetings
  - o Suggests to have a virtual option, but allow in person for those who want to travel
- Ned – suggests maybe two virtual and two in person. Feels to be an effective board, you need to show up and be involved
- KPW – we should consider cost effectiveness. We could have the March 3<sup>rd</sup> meeting at the office. In person with virtual option.
- Raju – agrees
  - o Large office is available for use for free at new office
- Bill – Suggests that the March meeting be intentionally longer to discuss strategy that we don’t always get a good opportunity to do virtually.
  - o Treat it like a retreat to discuss membership, retention, outreach, properties
  - o Note that MSU ANR coincides with March timeframe

- These can be adjusted as needed. Dates on calendar is most important. Motion to amend March 3<sup>rd</sup> meeting to in person with strategy and discussion built in. Deb Huff  
Second Ned Caveney
- Discussion
  - o KPW – at office or TBD?
  - o Bill - Hold off on location until later and just approve dates
  - o Motion to approve schedule with amendment that March would be in person vs virtual to flesh out strategy and discussion.
  - o Note that March 3<sup>rd</sup> in person might be difficult because of weather.
  - o Jen – suggests fall in person after annual meeting.
  - o Look at the June meeting or November meeting for in person. November would have excitement coming off the annual meeting. June may offer some prep for the annual meeting.
  - o Ned – suggest we wait to determine that in person meeting until closer to dates.
  - o Bill – vague/flexible. Put off determination until next meeting after more discussion/strategizing
- Motion to have an in-person meeting for strategic planning, dates to be decided at the next meeting. – Ned Caveney
- Second motion – Deb Huff
- Unanimous passing

\*\* added comment from chat – June would be difficult for families/travel

#### 5. Proposed ED contract renewal

Renewal of Georgia's contract to be ED for the next fiscal year.

Nothing changes in contract except the dates

Bill – any suggestions to make before leaving and discussion

- Celebration committee for next year
- Shared specific duties, need to follow that list more closely

Georgia's contract is not tied to hours, but lump sum

#### **Georgia exited the room**

Bill – suggested discussion about the responsibilities. Add or reduce responsibilities

- Tara had question on changes
  - o No official changes were made to Georgia's duties in the last year
- Do we need to take responsibility off Georgia?
- We really need committee for annual meeting so that doesn't fall on Georgia
  - o ED and president are responsible to head that committee
  - o However, we do not want ED to single handedly plan the annual meeting
- We could possibly fold this into O&E responsibility? – save this for the annual meeting discussion.
- Suggestion to discourage having it written into the contract as a requirement that ED isn't fully responsible – Karen Potter Witter thinks it's clear already in her contract
- Leave duties as stated.

Motion to approve as written Raju P

Second Ned Caveney

No discussion

Unanimous approval

6. **Propose continuing resolution for Admin Assistant renewal (Jen) until November**  
**Jen exited the room**

Jen's duties as listed – there are comments highlighted in Yellow on the page that are listed that are not actually Jen's responsibilities

Proposal to delay voting on renewal until straightening what those responsibilities are.

- Georgia does the newsletter and Jen doesn't.

Bill – could we postpone this discussion? In what format and how long can we postpone the discussion until?

- Highlighted items = starting point
- Motion to postpone contract discussions until unspecified future but soon, due to a potential responsibility reorganization.
- Contract expires September 30<sup>th</sup> 2022, board would do continuing resolution until duties are straightened.
- Bill – Emily should be present for this discussion, having a zoom or some other form within weeks.
- Georgia – add form contributions
- Gordy – question, is that something the executive committee can or should resolve?
- Bill – Proposes Executive team will come up with re-organized list of responsibilities to share with board for comments and questions.
- Timeline for executive team – before the end of September

**Jen – re-enter**

7. **Position statements – Bill Cook**

- Underscores larger issue of MFA responding to issues affecting members in more efficient and timely way
- 4 documents circulated that supported forestry activities that affect private forest owners
  - o APHIS funding 2023
  - o FIA support
  - o FSP support
  - o NAFO comments on the NLEB proposed listing
- Groups signed on to support programs at the federal level.
- Problem with approvals – suggestion that the board needs to sign onto this with board approval.
- Two things –
  - o 1. We most likely need board approval if time has not past
  - o 2. In the future, how is MFA going to respond to these effectively and efficiently to not violate 501C3 status.

Motion to sign onto the four programs that were previously circulated with MFA as a supporter if there is still time to do so.

Ned Caveney moves

Karen – Second

Discussion

- Debbie – supports it but doesn't think we need to ask the board for approval to sign letters of support. Thinks this is ED responsibility to approach executive team vs. full board approval
- Ned agrees, look at the mission to make sure its consistent and they can move ahead without board approval
  - o Make sure everyone is aware of what is happening. Have people responsible for having an ear out
  - o Someone should be responsible to send those things to ED to review or assign to someone to make that determination. (or the president)

**Not bringing motion to a vote, leaving it as executive action. Make sure it is reported to the board and members through leaves, and website, etc.**

- a. Support Michigan SAF statements on deer and fire – **MOVE TO O&E section**

McBroom Senate Resolution 150 on wilderness area designation in UP – Proposal to send note that we support his efforts – discuss with executive committee.

- Gordy – has McBroom made a request? Answer: no. The efforts have gone into a committee but are not out yet.
- Regarding proposal from Keep the UP wild to assign areas as designated wilderness. Roughly 50,000 acres. Forest service does not recommend this, but initiative from Chicago based organization. He is aware the state has no jurisdiction but has on record in terms of the resolution that the state of Michigan would not like it.
  - o Deb would not like to support this

- **Position statements** vs. signing onto something. If we are making a position statement it should go to the board and the board should vote on that... maybe have membership vote as well.
- Bill – supports position statements vs. adopting, wouldn't need board approval. Send out as information of what another organization is doing. NOT developing independent position statements

- Send to membership to make them aware the statements are out there.

8. President and Vice President candidate selection for 2023-~~2025~~ 2024 delay

- Current president and vice president terms expire. Emily expressed interest in continuing as president other nominations welcome
- Bill would be happy not to be vice president. Will fill as needed.
  - o Craig Kasmer as potential vice president. Interested but would have to ask his boss as DNR employee
  - o Bylaws- give membership notice (at least 30 days) before voting. Would need to be a special election, not tomorrow
- Board needs to approve a special election before the end of 2022 for president and vice president
- Gordy – issue should be for discussion on business meeting tomorrow. Is it on the agenda?  
Georgia is adding to tomorrow's agenda  
Bylaws have vice president responsibilities listed

**Discussion Items**

9. *Michigan Forests* Editor's report - Bill Cook

- a. Next submission deadline: Sept 22
  - FYI – deadlines chosen closest to equinoxes and solstices.

- week before Christmas solstice due to busy publishers
- No extra report, but offer opportunity for discussion regarding magazine
- Article suggestions are always welcome – ask for ideas at the next business meeting
- Jen – we should include a list of all Conservation districts with a quarterly update of what's going on with CD's. Show more outreaches available in the areas.
- Georgia can help compile a report of the annual meeting tomorrow and Saturday. – if multiple people could submit pics with descriptions and who are in them that would help.
- Spent much of winter cataloging articles, topics, authors, and ads/photos. Older photos are not captioned
- What MFA has done since 1980 – policy, outreach, tours, etc. VERY long list of where forestry in Michigan has been since then
- Thousands of articles
- Summarize to put in SAF local news – many don't know much about MFA

## 10. 50th Celebration update

### a. Business meeting scheduled for 12 Aug during lunch (Kirtland CC)

- Roughly 80 people are registered overall. A dozen that will be here for tomorrow.
- Speakers in morning tomorrow and Saturday morning. Business meeting during lunch.
- Tours in afternoon tomorrow – Mill tours Arauco limited to 20 people. Sign up sheet when people check in at registration. CCC tour – people can drive there and park. Lead by Bill Botti. Mo Stein doing forest bathing walk at same location. HAM radio equipment communication broadcast as well.
- Signs to put on street corners. Banquet is set up happy hour 5-6 then 6 dinner and recognitions. Live band.
- Saturday morning talks – option tours. Forest fest at Hartwick. MSU van to help drive people. Bosom pines and Beal plantation. Julie Crick is leading forest forensics walk in Roscommon
- Ask for someone to MC tomorrow morning in Emily's place – Bill

## 11. Update on grant opportunities

### a. Private forest summit

Emily, Mike, and Georgia, arranging meeting of all agencies that are involved in private forests in some way in Michigan. Scheduled at Evergreen resort **October 26-27<sup>th</sup>**.

Inviting heads of organizations, better coordination/communication to raise visibility – expenses covered with grant

### b. National Fish & Wildlife Foundation

Pass through funding through DNR awarded to MFA. Designed to reach out to private forest owners south of the 38<sup>th</sup> parallel in Michigan. Forests to faucets?? More information from Emily.

Karen - 1980 agreement signed by president that she would like someone else to take – will put in MFA files

## Information Items

### 12. President's report –Emily Huff

No report

Jen – commented that Emily has done a great job receiving grants

### 13. Executive Director's report -- Georgia Peterson –

- No official report would just note the forest legacy program
- Most recent proposed submission is near Marquette, proposed 40,000 acres roughly to put into a conservation easement to ensure public access and timber management in perpetuity
- feels like there is a branch that wants it to be publicly accessible for timber
- real estate line looking to sell off as much as possible
- toured the end of June, Mike talked Georgia into chairing forest stewardship committee who also submits recommendation to state forester for program recommendations.
  - Controversial private landowner that is limiting access and some dissention to this idea.

### 14. Committee Reports:

#### a. Property – Bill Botti

- Gogebic – nothing specifically about it.
- Iron county – request from neighboring landowner about people having authority to hunt. (yes, let us know if something weird is happening)
  - o Foot access is available, but not blinds, motorized vehicles or out of season hunting.
- Emmet on valley rd no report. Video on soils on that property. Looks good. Hard to find a good place to park – aspen regeneration pretty good. Could use another thinning in there. Look at CF schedule/management plan.
- Emmet on Robinson rd. Dead patch of red pine. HRD? Management plan is to harvest and allow to succeed into hardwoods. Trying to coincide harvest with next door state of Michigan harvest
  - o 14-18” saw timber
  - o Not confirmed HRD, but highly suspected
- Is the Mike Walters project cleaned up on Valley Road? Answer: Yes.
- Clare – oak wilt season has officially ended, contractor will plan on moving in to start cutting soon.
- Lisa Parker is interested in serving on the properties committee. Shadow Bill Botti to assume responsibilities from him to ride shotgun on these plans to make sure they are implemented properly.
- Dan Keane was also interested. (he is still on committee)
- Isabella – property valuation increase – access and potential sale still not resolved – consider selling and purchasing another property elsewhere. Recently re-assessed, but we could have students use it as an exercise to value the timber, building it into the class.

#### b. Outreach & Education– Chelsea Schram or John Cohoon



- Need to find someone who wants to do the website.
  - o Put this on the agenda!
    - Lindsay Forintos might be interested in the website to assist at least.
    - Website was built very complex.... Maybe transition to a different platform? Proposal to Emily
    - Meeting with Michelle Hill about small organization website management affordable option to simplify the existing site to then allow someone to manage it
    - Website is not searchable currently. – may be cost associated with bumping up the website in search results
- Chelsea is in regular communication with Kevin Frailey to resurrect teacher workshop in 2023 in conjunction with their Academy of Natural Resources (ANR) in the UP.
- Forestry non-profits, someone with non-profit skills to do outreach and build membership.
  - o Potential candidate: mother of 3 with a degree in non-profit and organizational development. Possibly hire her to assist tying together all forestry non-profits to help build memberships and organizational structure. MFA, Tree Farm, SAF, Walnut Council, etc
- Will involve discussion and negotiation. But there is a person that is available located in Gladstone.
- Mo – seasonal event planning for 2023. One for winter, spring, summer, and fall.

c. Finance – Raju Pokharel

- Trying to finalize the financial policy documents. Would also like to work with other committees to talk about budgeting, what is happening, and what needs board approval spending wise. Have a clear idea of what can be spent and if there is a ceiling.
- Deb – trying to get property committee joint meeting. Did not happen just yet. Will follow up to get a meeting with them on how much money is there with the committee and how they are spending it. Looking into buying land.
  - o Bill - Want it backed by the board, not necessarily voted on. BUT need to be prepared to review purchase requests to deal with those as they come in.
- Deb – we need to make a decision on \$50,000 to either invest it or spend it. Donor really wants us to do something with it

## 15. Affiliate highlights

### AFFILIATE LIAISONS:

**Forest Management Advisory Committee** - Ben Schram/Warren/Rich Kobe-designee: Bill Botti (also For Management Board as needed)

**State Tree Farm Committee** – Nia Becker/Board designee: Elan Lipschitz

**Walnut Council** - Board designee: Mike Jones – [Spring field day at Kellog forest.](#) Professor from MSU talked about Oak regeneration. Working on putting tubes on the trees



**Oak Wilt Coalition** - MFA designee: Georgia Peterson

**DNR Forest Resources Division** – Brenda Haskill/Board designee: Mo Stine [DNR newsletter sent from forest utilization and marketing program. Sent to Georgia](#)

**Forest Stewardship Program** - Mike Smalligan/Board designee: Emily Huff

**Michigan Department of Agriculture & RD (FAP - MAEAP)** - Ben Schram/Board designee: Emily Huff

**Michigan Association of Conservation Districts** - MFA designee: Jen Cronkhite [Dec. 5-7 fall meeting](#)

**Assoc. of Consulting Foresters** – Dan Schillinger: Nia Becker **Industrial Foresters** - Mike Elenz/Shane O'Hearon:

**MI Society of American Foresters** – Ben Schram/Board designee: Emily Huff

**Michigan Forest Products Council** - Amanda Hattis/ Board designee: Emily Huff

**Natural Resources Conservation Service** - Andy Henriksen/ Board designee: Haley Dukes

**Michigan Association of Timbermen** - Board designee: Bernie Hubbard  
[Looking for new ED](#)

[KPW – participated in focus group to find dean over forest resources and natural resources](#)

[Report on MAEAP – adding more questions/requirements for certifications regarding water quality for forest wetlands and habitat certifications.](#)

[Ned Motion to adjourn](#)

[Debbie second](#)

Remaining 2022 BoD meeting dates/tentative locations (Thursdays):

- November 10