

**Colorado Weed Management Association
Minutes from Retreat and Board Meeting
January 11 & 12, 2007
Eagle County Weed Office**

Meeting called to order at approx 8:30 a.m. by President Fred Raish. The dates behind each name indicate term expiration (first number is first or second term and the second number is the year of expiration.)

Present:

President - Fred Raish (2/08)	President Elect - Steve Anthony (2/08)
Sec/Treasurer - Stephen Elzinga (2/08)	Past President - Alicia Doran (Ex-Officio)
Mel Shumway (2/07)	Larry Walker (1/07)
Elizabeth Gillespie (1/07)	J.R Philips (1/08)
Judy Noel (1/08)	

Absent:

Eric Lane (Ex-Officio) excused
Jonathan Rife (1/08) Excused
Danny Rios (1/08) absent

Minutes: Minutes from the 12/6/06 meeting in Grand Junction were distributed. **Mel Shumway moved and Judy Noel seconded a motion to accept the minutes. Passed.**

Executive Director Hiring

Larry Walker moved and JR Philips seconded a **motion to approve the Executive Committee decision to hire Donna Ralston, Management Plus, Inc., 6456 S. Niagara Ct., Centennial, CO 80111 as our new Executive Director. Passed.**

Co-Signers on Bank account: Steve Elzinga moved and Larry Walker seconded a motion to have the following people should be co-signers on the bank accounts.

Donna Ralston, Jonathan Rife, Elizabeth Gellespie, Steven Elzinga. Passed. We will meet at the US Bank in Gypsum following the meeting to get this done.

Mel Shumway moved and JR Philips seconded a motion to allow Donna to write checks up to \$3000 without a second signature. Passed.

Larry Walker moved and Elizabeth Gillespie seconded a motion to purchase a CD for 9 to 12 months at the highest rate possible for \$7300-replacing the amount plus interest for the CD that matured in Dec. 06 and adding \$3600 to it. Passed.

Scholarship money was written to the student and should be written to the university, so new checks were cut.

National Invasive Weed Awareness Week-Checks for Fred & Steve A. for Washington DC trip were cut for \$2000 each so airfare, hotel and registrations can be done to attend the NIWAW Feb. 25 to March 2. It was discussed and then decided to review at the fall conference in 2007 sending a 3rd person to Wash. D.C. in 2008. Alicia will print up business cards for Steve & Fred to use in DC.

It was suggested that all of the board members be given a notebook to file CWMA papers in. Donna will bring to the next meeting with copies of the new by-laws, the strategic plan and the board policies included.

Executive Director Report: Donna reported the following tasks done since Jan. 1:

Set up new telephone number to be 303 779-7939.

Arranged for and picked up materials from Charlie on Jan. 3

Held several phone conversations with Charlie about dues renewal mailings, upcoming event dates, delivery of new books from Colorado Printing Company in Grand Junction

Opened new bank account with \$5000 with Jonathan Rife at US BANK, at 7801 E. Arapahoe Road, Centennial, CO 80112.

Selected and Paid for new storage unit at Rampart Storage Company located at 9940 E. Costilla Ave., #A Centennial, CO 80112. Unit is 10 X 10 feet and has a roll up door open to the street for easy pallet loading. Cost was \$1039 for 13 months (buy 12 months and get next month free). This is paid until Feb. 28, 2008.

Arranged for delivery of at least some of the new books from printer to be week of Jan. 15.

Set up credit card processing with the Wells Fargo bank system.
Ordered and received letterhead and 5 sizes of envelopes imprinted with logo & name, address.
Printed materials for dues renewal and mailed to 316 members in 2006 and 126 former members.
Prepared database of 1695 names, addresses, phone, fax & email.
Prepared accounting system for CWMA with chart of accounts.
Prepare emails and fax info for all board members so communications can be easy.

Donna will get a new check endorsement stamp, set up a shipping account, file with the Secretary of State as registered agent, and change the bulk mail permit to her local post office.

New Weed Book Prices: a proposal was presented to alter the amount charged for the book from \$3.50 to \$4.00 or to increase the price to \$4.00 after a short period of time to encourage folks to buy soon. After discussion it was **moved by Larry Walker and seconded by Steve Anthony to charge \$3.50 per book plus shipping through Dec. 31, 2007, then raise the price to \$4.00 plus shipping and to use 1000 books free when the display is set up charging the marketing committee for 850 and the Ornamental committee for 150 @ \$3.00 each** (to go into the book reserve account).
Passed.

The book reserve: Mel Shumway moved and Steve Elzinga seconded a motion to put \$3.00 per book into the reserve printing account and allow \$.50 per book to be available for projects. This will allow for reprinting in 2 years or less. Passed.

Alicia has some pre-orders to fulfill and will get 500 copies of the book delivered to her.

Colorado Printing in Grand Junction was overpaid for this project so a refund is due.

It was also suggested that we could partner with Col. Dept. of Ag for printing costs since the reprinting of the book is directly related to the Dept. of Ag changing the plants on the weed list. Steve Elzinga is to talk to Eric about this grant possibility.

COMMITTEE REPORTS: It was suggested that all committees prepare an operating procedures list by the next meeting. Fred will send a notice to all committee chairs about this. Committees should have a meeting or conference call before next meeting.

2006 Annual Conference-308 attended the Dec. conference with 254 CWMA members, 31 SRM members and 23 members of both. The split share to SRM has been paid.

2007 Annual Conference - Steve Anthony is the Chair of Annual Conference Committee and a planning meeting was scheduled for Feb. 20 at 11:00 a.m.

Weed Management Training School – Mel Shumway

Agenda is nearly complete for April 3-4-5, 2007, (registration at 10:00 a.m., classes start 1 pm on 3rd, adjourn at noon on April 5.) at the Marriott Hotel in Fort Collins. Coffee will be available in mornings. Hats will be for sale at the registration desk. Mel will send the final info to Donna by Jan. 31 so the flyer can be prepared. **Elizabeth Gillespie moved and JR Philips seconded a motion to add the registration flyer to the newsletter and also mail to non-members by Feb. 15. Passed.** NO honorariums are paid to speakers however an occasional airfare or hotel room is provided.

Ornamental: Don't Plant a Pest to be done by Sept. 1. A matching grant from RC&D for \$2750 will pay for this.

Ornamental Tours to be held in Leadville, Snow Mass Village, Basalt and maybe Telluride.

Calendars with BIG Country have "Weeds in the Backyard" as a theme for 2008, "Weeds in Agriculture" for 2009. BIG budgeted for a digital camera for taking photos for this calendar project.

Newsletter: It was decided that the deadline for the next issue of the newsletter would be Jan. 31 and include the Training School conference registration, a photo of the new board, an article from Eric Lane, recognition for the award winners from the fall conference, and a calendar of events. Alicia and Elizabeth would meet with Donna to help develop the content and it would be printed in B & W.

Displays: There are 4 displays in various parts of the state. It was suggested that all of these be brought to the Training School and reviewed for accuracy and updating. \$500 was put into the budget for revisions needed. The "What are Weeds" booklets should be sent out and given away whenever the display is used.

Awards: Congratulations to the award winners. Elizabeth suggested she compile a complete list of award winners from past years by reviewing old newsletters. A listing could be placed in the newsletter and perhaps members of the association could fill in the gaps. Elizabeth prepared an operating procedures list to help awards committee with process.

Advisory Council: Larry Walker has served since 2001 and will leave at end of 2007. A new public applicator to serve needs to be submitted this fall.

Legislative: No report at this time.

Dept. of Ag: In Eric's absence a report was read. John Stultz is the new Commissioner of Ag.

The position of State Weed Coordinator applications are due 1/17/07.

GLCI position to start soon to map weeds on the Eastern Plains.

Issues the Exec. Committee should discuss with others include: how to distribute \$300,000 to private landowners equitably, counties that have done a good job with A & B lists are penalized, we need to offer our help to educate persons in higher positions about the state weed fund distribution, CDOT employees need more continuity in training throughout the state, maps are incomplete because done at various times through out the state so inconsistent on what weeds are really there, need to work with all state departments as there is little accountability across the board, need to restore at least \$265,000 in state weed funding that was cut (tag tax could make it more). Alicia will formalize a plan and talking points by end of January to facilitate these discussions.

Projects: After much discussion, the following projects were approved and included in the 2007 budget.

* **Weed Network support**-CWMA would support the coffee at the 4 meetings @ a cost of \$75.00 per meeting for a total of \$300.

* **Decals**-Aicia would head up an effort to create a new logo and print decals for trucks/offices with a budget of \$500.

* **Hats**-approximately 120 hats will be sold at \$10.00 each at the Training School, in the newsletter and online. Alicia has them.

* **Eurasian watermilfoil Symposium**-This program will be held in Lakewood area and in Alamosa area on a Tuesday and Thursday in March in cooperation with CSP and USFWS. 100 people can attend @ \$25.00 each and \$2500 was budgeted for materials and lunch. Elizabeth will coordinate this program.

* **Exec. Committee networking**-\$600 was budgeted for business cards and networking opportunities by the Executive committee with state and federal officials.

* **Russian Olive Brochure**-CWMA will cooperate with the Col. BIG Country and RC& D with \$2000. The brochures will be mailed directly to various offices, parks, Extension offices, etc.

* **Insect Bio-Control brochure**-after discussion about this proposal this was **tabled** to see if other grants or CSU or the Insectory could provide this service.

BUDGET-The 2007 budget was presented and modified. **Elizabeth moved and Judy Noel seconded a motion to accept the final version showing income of \$132,278 and expenses of \$128,994 with a balance remaining of \$3284. Passed.**

2007 Quarterly Meeting Schedule

April 4 Ft. Collins Marriott

July 12 Summit County Commons, Frisco

October 11 Summit County Commons, Frisco

Adjourn: The meeting was adjourned at 12:00 noon

Secretary/Treasurer

President

Planning meeting called to order: