

Michigan Botanical Club - State Board Meeting
Pierce Cedar Creek Institute, Barry County
Saturday, October 7, 2017

In attendance: Alice Ward, Arlene Obetts, Bob Kelly, Craig Elston, Dave Wendling, Emily Nietering, Garrett Crow, Irene Eiseman, Jim Hewitt, John Zimmerman, Larry Noodén, Michael Huft, Neal Billetdeaux, Renée Zimmerman, Sarah Noodén, Sheila Bourgoin, Tyler Bassett, Wayne Roussel. **(18)**

1. The meeting was called to order by President Garrett Crow at 9:04 a.m.
2. Approvals
 - The agenda was approved on motion by Craig, second Michael.
 - Irene moved to accept the minutes of the previous board meeting held 27 May 2017 in St. Ignace. Second by Bob and approved.
 - Garrett said Robert's Rules of Order would guide the proceedings.
3. Announcements
 - Irene introduced Neal Billetdeaux who takes over as President of the Huron Valley Chapter in January.
4. Committee and Officer Reports
 - Corresponding Secretary – Sheila said miscommunications resulted in the print version of the *Arisaema* missing some pages that were in the electronic version. 75% of members receive both versions. The missing content will appear in the next issue. She said for future issues she needs to impose a hard deadline. Also, chapter reports may need some editing guidelines to keep them to a uniform and manageable length. Sheila said it would be nice to have submissions on member activities, recognitions, etc. and that using 'Dropbox' to submit articles would be preferable over sending via email attachment.
 - Treasurer – Bob continues as treasurer. His report and the financial statement were approved upon motion by Wayne, second by Alice. \$2,000 of the checking account balance of \$7,250 is from the Haynes Fund and Bob will transfer it to the Great Lakes Botanist since it was earmarked to support hosting the GLB on a U. of M. website. There was discussion on whether the chapters should reimburse MBC State Treasury for a portion of the new liability insurance policy which covers the chapters and its members. Bob will prepare an analysis of how the current \$7.00 portion of membership dues retained in the State Treasury is allocated in order to see if it could cover the insurance. Bob noted, however, that current expenses exceed income.
 - Nominating Committee – Sarah was thanked for her service as chair of the Committee. She steps down at the end of the year. Tyler, currently a committee member, volunteered to take over as chairman. Craig, the other committee member present, will stay on. First issue for the Committee is a replacement for Treasurer Bob Kelly. Next will be preparing a slate of officer candidates for the term beginning January 1, 2019.
 - Editor's Report - *The Great Lakes Botanist* – Michael said that current income does not support the publication of four quarterly issues. From a financial standpoint it is better to release two semi-annual issues which he intends to do. He is pleased with the variety of content which will appear in the next two issues.

- Constitution and Bylaws Committee – Michael chairs the Committee consisting of Garret, Sarah, and Dan. Rather than revising the current constitution/bylaws Michael is working with the Committee on a draft for a new document based on a standard form for non-profits.
- Dickinson Award Committee – Irene said she seeks to improve the efficiency and timeliness of awarding for best student-authored paper published in GLB. To that end she made a motion that the Board pre-approve \$500 annually to use for making the award. Seconded by Emily. Irene said the amount of the award (currently \$250) would be at the discretion of the Committee. With the money pre-approved there would be no waiting for the Board to meet and approve the funds. Also during the discussion Dave asked if there were guidelines for selecting the best paper. Irene explained that the process is for each of the five committee members to read, review and rank each paper and the author(s) of the highest-ranked paper wins the prize. Motion approved.

Irene will be stepping down as chair of the Dickinson Committee and Garrett announced that the Vice President will assume that position, in keeping with that officer's role in other awards.

- Website
 - Sheila said she was able to expand the Big Tree database on the website to now include all the trees, over 800. In reviewing the website usage reports she found that 53% of inquiries were from desktop computers, 39% from phones, and 8% from tablets.
 - Facebook – Garrett reported an incident in which a discussion on the Chapter Facebook Page between two non-members got a bit out of hand. In discussion, the question was raised of whether MBC should even be on Facebook. Sheila, Tyler, Emily and others supported the Facebook Page that Judy Kelly set up and manages. What would help, said Sheila, is to have more administrators, "Admins", to monitor page activity and shut down inappropriate exchanges.
- Michigan Botanical Foundation – Bob, reporting for Judy, the Foundation President, said that no grant requests have been received so far this year.
- MBC Brochure – Sarah leaves the Board at the end of the year and she distributed a written description of the tasks required to edit the MBC informational brochure. Sheila offered to take over but Emily said she would do it as Sheila has her hands full with the website and the Arisaema.
- Big Trees – Garrett has accepted the resignation of Andy Sawyer as Big Tree Coordinator and he said he has been unable so far to find a replacement. Tyler said this is an important outreach element of the Club and that the three previous coordinators were all passionate about big trees. The search will continue.

5. Old Business

- Fall 2017 Mini-foray – Dave and Wayne said expenses could approach \$900. To keep the event more casual a registration fee was not required. Bob and Emily suggested that a grant request made to the Foundation would deserve consideration under its educational objectives. Another suggestion was to "pass-the-hat" at the evening dinner to help defray event expenses incurred by the Southwest Chapter.

- Winter Wildflowers Booklet – According to Larry, the project to update and republish Helen Smith’s *Winter Wildflowers*, now over 40 years old, is “dormant.” Irene asked about the status of the \$6,000 set aside for the project. Bob said it is earning a slightly lower rate of interest.

6. New Business

- Spring Foray 2018 – Hosted by White Pine Chapter said Garrett, with headquarters at Shanty Creek, Bellaire, Michigan. Will be held over Memorial Day weekend.
- Chapter payments for Great Lakes Botanist – Garrett asked if it would be a good idea for Chapters to send fees for GLB to the State Treasurer rather than have GLB bill the Chapters. The answer, after discussion and input from Michael, was “no.”
- Offer to digitize Great Lakes Botanist – Michael received an inquiry from the Biodiversity Heritage Library (BHL) about MBC’s interest in having the entire run of the Michigan/Great Lakes Botanist digitized by them and made available in their free, searchable digital library. Michael said he has used BHL and he praised its search capabilities. The offer was viewed positively by the Board. Tyler moved with second by Emily to proceed with an examination of the details of the offer. Michael will review the license agreement with BHL to understand potential pitfalls, relating mainly to author permissions to publish and “hold-harmless” clauses.
- Publishing and distribution of meeting minutes – There was general agreement with Garrett’s suggestion to publish only a summary or highlights of the board meetings in the Arisaema. Jim will prepare a summary for the Arisaema as well as look into posting the full minutes in an “on-line folder.”
- Two other agenda items: Foray Organizing Protocol and “smile.amazon” were tabled.

7. Next State Board Meeting: at Albion College on January 27, 2018.

8. Adjournment: The meeting was adjourned on motion by Sarah, second by Bob at 12:17 p.m.

Prepared by Jim Hewitt, Recording Secretary
10/10/17