New England Society of American Foresters (NESAF)
Executive Committee (EC) Meeting
Tuesday, February 26, 2008

Location: Saratoga Hotel, Saratoga Springs NY

Members present:
Joseph P. Barsky Connecticut State Representative
Paul Dolan Rhode Island State Representative; Nomination Chair
Andrew Fast Secretary
George Frame Chair
James Harding Forest Science Coordinator
J Peter Howland New Hampshire State Representative; Policy Committee Chair
Ken Laustsen Immediate Past Chair
Ron Lemin Jr. Vice-Chair; Membership Chair
Ed O'Leary Vermont State Representative
Spencer Meyer Maine State Representative
Larry Rousseau Treasurer
Randy Stone Massachusetts State Representative; Awards Chair
Bradford Wyman NESAF News Quarterly Editor

Guests:
Jerry Milne, Co-Chair NE/NY SAF Winter Meeting Committee

Members not present:
Roger Dziengeleski Council Representative
Don Floyd Canadian Representative
Mariann Johnston Website Administrator

Meeting opened by NESAF Chair, George Frame at 1:05 PM

A. Standard items:
Sign in sheet (Fast) - verify contact information: The standard sign-in sheet was circulated.
Welcome: George F. welcomed all EC members.
Antitrust statement: The antitrust statement was presented.
Add/Adjust agenda: National SAF Leadership Academy was added to item 4 (Budget). History Project update, National SAF Certified Forester update, and locations of the summer/fall EC meetings were added to item 2 (Old Business).

Corrections/Additions for the January 24, 2008 EC meeting minutes (Fast): Previous corrections from Ken L., George F. and Mariann J. have been incorporated into the draft minutes. Edits from the floor were included and a motion was heard from Larry R. to accept the meeting minutes as edited; a second to the motion was heard from Ken L. The question was called and passed unanimously.
Treasurer’s Report (Rousseau): Larry R. distributed the NESAF Net Worth Report as of 12/31/07, an Auditor Statement Fiscal Year 2007, and the Budget Report as of 2/26/08. Larry R. noted that we have received about half of the NESAF’s portion of membership dues for the upcoming year. A motion was heard from Ken L. to approve the Treasurer’s Report; a second to the motion was heard from Paul D. The question was called and the motion passed unanimously.

B. Old Business:

The NESAF History Project (Ken L.): Ken L. heard back from one of four Maine authors he sent letters to and is waiting on the other three to respond. Ed. O’L. has secured a Vermont author. JP B. has three authors involved from Connecticut. Pete H. was unable to attend the Granite State meeting so cannot provide an update on New Hampshire’s history project status. Randy S. is waiting to hear back from a Massachusetts author, and Paul D. is making progress with an author in Rhode Island. Brad W. gave Ken L. News Quarterlys for research.

Bylaw Update for Electronic Balloting (Ken L.): Ken L. has reviewed proposed bylaw changes from Maine, Massachusetts, and Vermont. He has not received current bylaws from Connecticut, Rhode Island, and the Yankee Division. Ken L. got a letter from Jim Pronovost relating challenges finding current bylaws.

George F. asked about the timing for a mailing to the state chapters. Ken L. emailed Brad W. An April issue mailing is possible, but a discussion about costs of printing and mailing options should be discussed. Brad W. would need to speak to the printer about cost and options as well.

(Brad W. joined EC at this point.)

George F. informed the EC that Granite State Division voted to support electronic balloting. Ken L. discussed the length of the chapter bylaws and a discussion of mailing and collating costs ensued. George F. suggested that due to the significant cost associated with the Granite State’s mailing which includes 14 pages of bylaws, the other chapters could move forward with the mailing without Granite State to make the expenditure manageable.

Brad W. explained there would be significant cost savings by mailing postcards rather than including the mailing in a News Quarterly. Brad W. suggested reducing the mailing costs further by including edits within the document through “track changes” rather than mailing two separate documents, i.e. pre and post edited bylaws. Other strategies to reduce the number of pages being mailed are reducing font sizes and other page layout characteristics. George F. asked Brad W. to speak to the printing office and find out how much it would cost to do the entire job including printing, color collating and mailing.

Ken L. will do a strike underline of the bylaw changes and send it to Brad W. in .pdf format. Ken L. will send Brad W. the number of mailings required and specific questions associated with each chapter as well as the custom postcards for each chapter.

Ken L. asked about the volunteer support to collate and mail the letters. George F. assured the EC that it should be possible with adequate notice. Ken L. brought it to the attention of the EC that after March 1st those who have not paid dues would not be in good standing and unable to vote. The anticipated date for the mailing is early April.
There was discussion about decentralizing the mailing and having representatives from each state work with the local chapters to stuff and send the mailing. Spencer M. felt it would complicate the process and the EC agreed.

**National SAF Certified Forester Update (Ken L.):** Several emails have been exchanged with national. There is a continued dialogue between the applying forester and national SAF. After discussion covering the details of the exchanges, the EC decided there is no significant role NESAF can assume to resolve the conflict.

**Locations of the summer/fall EC meetings (Spencer M.):** Spencer M. suggested the September EC meeting take place at the Moosilauke Ravine Lodge in the White Mountains. The cost is close to $75 for 1-2 nights and meals. It would take place the week of September 15, ideally the 19th when EC could stay for an extra night with family.

The June meeting is moved back one week to June 19th and will take place around Portland, ME.

C. NEW BUSINESS:

1) **Review of Business Meeting Minutes from 2007:** Spencer M. provided a copy of the Maine State Report. Andy F. to incorporate into the 2007 Business Meeting Minutes. George F. asked the EC to provide additional edits to Andy F. Andy F. to make copies of the 2008 Business Meeting Agenda and amended 2007 Business Meeting Minutes for the 2008 Business Meeting on 2/28/08.

George F. reviewed the resolutions and asked if there were additional deceased name submissions. Ken L. suggested reviewing News Quarterly over the last year.

George F. provided an overview of the 2008 Annual Meeting schedule, highlighting the short block of time allocated for this year's business meeting.

2) **Standing Committee reports:**

   **Nominations and Election (Dolan):** State Rep. Candidates are needed for Maine, Massachusetts, and Vermont. Spencer M. did excellent work in Maine and his actions should be replicated in other states. George F. is looking for a NESAF Treasurer. Deadline for inclusion in the National electronic balloting is September 1st. Paul D. needs all paperwork by June 30th. A motion was heard from Brad W. to appoint Andrew F. as Secretary; a second to the motion was heard from Spencer M. The question was called and the motion passed unanimously.

   **Policy (Howland):** Pete H. has nothing new to report. George F. informed the EC that the Granite State Division is supporting a policy statement on working forest conservation easements. National SAF is focusing on a sustainable forestry policy statement. Pete H. and George F. provided an update on the litigation occurring against the Forest Service at White Mountain National Forest.

   **Membership (Lemin):** Ron L. reminded the EC that there needs to be a meeting of membership chairs during this year's annual meeting.

(Jerry Milne joined EC at this point.)
Forest Science Coordinator (Harding): Jim H. expressed a desire to find outlets for the old wooden easels. Jim H. passed out a survey, NESAF Working Group Survey, which he will distribute at the business meeting to generate more information on NESAF member’s working group interest and willingness to participate.

NESAF Website (Johnston): George F. read an email update on the website from Mariann J.

Website revision: Mariann J. has worked with Jim Oehler to make changes to the existing (old) website. A functional trial version of the new website was made available on Friday February 22 at http://216.139.231.207/. Improvements and changes that improve functionality will continue, but the EC should be able to get a good feel for the look and navigation of the new site. The administrative capability of the site is also in place. There is a ‘secret link’ (the copyright sign at the bottom of the page) which links to a password-protected EC-only portion of the site where we can post documents in progress or other information. In terms of costs, we have now paid for 75% of the project cost (first 50% was in 2007 to start the project, next 25% was in January 2008 upon completion of graphics). The final payment of 25% will be made once the site is complete to our satisfaction. Thereafter, there will be an annual hosting fee of $485.46. If we wish to make changes to the graphics or structure of the website, there will be a nominal fee associated with that. Otherwise, we will have administrative capability to update text and add documents (such as NQ’s, minutes, etc.) as we wish.

Administrative Access: Mariann J. needs to know whom we wish to set up with administrative access to the site. Her suggestions include: Website Administrator, NESAF Chair, NQ Editor, Forest Science Coordinator, and Division/Chapter representatives. Once administrators are identified, there can be follow-up training on adding/editing the website content. If WebFodder does not provide written instructional materials, then Mariann J. will produce a ‘User’s Manual’ for distribution to the editorial access people. Mariann J. will still be available to accept and add/edit content as needed.

Email Lists: Mariann J. believes email can still be a valuable means of communicating with NESAF members and the public. WebFodder has provided information to her regarding a third-party email administrative service, whose service is to handle all the day-to-day issues of bounced emails, new additions and non-functional addresses. Not sure of the fee associated with the service. WebFodder said it was “nominal.” Mariann J. suggests starting with a single, NESAF-wide mailing list using the most current email list from National. Mariann J. will administer this, and the EC can see how it works. If any of the Chapters/Divisions would like to start one at this time, Mariann J. is also willing to administer those for now. She would need access to monthly membership updates for notifying new members of how to subscribe and departing members how to unsubscribe. If there are significant challenges with this approach, then the email lists can be dropped altogether, or a third-party administrative service can perform the necessary functions. Mariann J. also thinks non-members should be allowed to subscribe to NESAF lists, as a means of communicating NESAF activities and benefits of membership to non-members. A motion was presented in her email to initiate a NESAF-wide email list and any Chapter/Division lists that wish to start at this time, with Mariann J. acting as administrator of said lists; a second to the motion was heard from Brad W. The question was called and the motion passed unanimously.

A second motion from Mariann J. was read to allow non-SAF members to subscribe to NESAF mailing lists; a second to the motion was heard from Larry R. Spencer M. raised concerns about keeping email addresses current for non-members. A subsidiary motion was heard from Ken L. to Table the main motion; a second to the subsidiary motion was heard from Brad W. The question was called and the subsidiary motion passed with 12 "Ayes" and Spencer M. voting "No."
2008 Winter Meeting Update (Milne/Stone): Jerry M. provided an update on the Annual meeting. There are 449 registrants, and it is estimated that membership is split evenly between NESAF and NYSAF. Logistics and minor program changes were covered. Jim H. reminded Jerry that he will be working on proceedings so moderators should ask speakers to keep presentations on the laptops. The EC thanked Jerry M. for his hard work.

Grants (Barsky): Granite State Division informed Pete H. that their publication is different than the Northeastern Forest Regeneration Handbook (NFRegHandbk). It is going to be a pocket brochure with fewer quantitative descriptions. The NFRegHandbk has no glossary and is not specific to northern hardwoods and spruce-fir. George F. will write a letter informing Vermont and New Hampshire that they received grant funding and notifying Connecticut that they have been denied. The new grant cycle has started and there is $1,100 available. JP B. will provide a write-up on grants that have been awarded for the News Quarterly.

(3:00 PM. The EC took a break at this point and resumed the meeting at 3:20 PM.)

Awards (Stone): Randy S. will get the pins. He is working with a former state Legislator from Maine who nominated the Baxter State Park team and Randy will notify participants.

3) 2007, 2008 and proposed 2009 budgets: The only change in the Net Worth Report 12/31/07 is an additional $3000 liability to fund grants.

For the proposed 2008 budget, Larry R. added additional money for awards and elections as agreed upon last meeting. Awards increased by $500 for additional prints. EC general operations increased to $6,000 as a result of auditing. Winter expenses were easel storage. George F. questioned whether the CPA should be a separate line item. Discussion ensued. Larry R. to separate out CPA to a different line item. The 3rd quarter payment for the website has already been paid. $3,400 has been added for the Leadership Academy. There was discussion about reviewing the costs of sending someone to the National Leadership Academy. A revised number of $1700 was arrived at for registration, lodging, meals, and travel for the 2008 and 2009 budget. Larry R. Separate line for CPA and $1700 FY08 and FY 09. Ken L. noted that Chapters and Divisions are set up to spend money to send members to the Leadership Academy. NESAF’s function is to provide additional support in areas that the Local units don’t cover.

Paul D. needs to send final report on RI workshops to National for Forester Fund grant completion.

A review of the website payments allows Larry R. to reduce 2009 website expenses to $500. Spencer M. identified that the $44.95 per month does not include the cost of the annual $400 maintenance fee. An arrangement will have to be worked out where the $485/year is prorated through December 31, 2008, and a new agreement with WebFodder will need to be approved by the EC when Ron L. assumes his position as Chair. A motion was heard from Ken L. that the proposed budget goes before the NESAF membership at the 2/28/08 business meeting with the Executive Committee’s support; a second to the motion was heard from Jim H. The question was called and the motion passed unanimously.

NESAF News Quarterly: Brad W. has three or four leads for a replacement and anticipates having a decision in the next couple of days. There have been suggestions to hire the work out, but Brad W. thinks it is best to have someone who is immediately involved. Brad W. hopes to have the new News Quarterly Editor editing the June issue. The complete achieve of News Quarterly’s will be transferred to the new editor. Paul D. suggested getting them all scanned back to January 2001.
State Reports (NESAF State Representatives):

CT - JP B: The State Forester is retiring, and there is a forest health meeting between the Connecticut Agricultural Station and the Connecticut Department of Environmental Protection.

RI - Paul D: Nothing new to report.

VT - Ed O'L: The Green Mountain Division winter meeting was 2/1/2008. Two key speakers were unable to make the event due to weather. There was discussion about an Indiana bat fungus, carbon sequestration, current use, biomass legislation, and additional policy issues.

MA - Randy S: Nothing new to report.

NH - Peter H: The Granite State Division winter meeting was held on 2/15/08. Topics included a deficit budget, honoring 50 year members, paying respects to two foresters who have passed away over the last year, bylaw changes, and supporting working forest conservation easements. Dick Weyrick is the new Chair. There was a panel discussion that had a bleak industry outlook projecting into the future.

ME - Spencer M: The bus for the NESAF winter meeting was cancelled. Otherwise, nothing new to report.


Canada - Don Floyd: (not present).

Chair Potpourri (Frame): George F. will participate as a convener in preparation of the House of Society Delegates (HSD) this year. Using the convener system allows discussion and reviews of issues to be presented at HSD and to promote unit success stories and opportunities to the larger SAF organization. If there are any issues that should be addressed or success stories, they should be communicated to George F. Those issues or successes will go on the HSD agenda. Starting this year the House of Society Delegates will bestow an award upon chapters or divisions selected for there activities and successes. Successes can include anything that is important and done well (grant project, white paper, etc.).

Other items for the good of the order: Ken L. asked whether NESAF will send someone to the leadership academy. Spencer M. has an interest and the EC supports sending him. **State representatives will be responsible for raising awareness about the leadership academy to the chapters.** Chapters will need to identify participants.

Jim H. inquired about engaging younger professionals in SAF by having a student member on the EC. This was a previous recommendation that has not been acted on. George F. wants to hear a more substantial plan before taking action.

A motion to adjourn was heard from Ken L. A second was heard from Spencer M. The question was called and the motion passed unanimously. The meeting adjourned at 3:00 PM.

Respectfully submitted by Andrew Fast, NESAF Secretary.

Calendar: The NESAF EC will next meet on:
June 19, 2008: somewhere in or around Portland, ME: 9:30 A.M.

September 15, 16, 17, 18 OR 19, 2008 [The actual date and location are TBD].

December 10, 2008: Concord, NH: 9:30 A.M.