Approved Minutes 9-23-2009

New England Society of American Foresters (NESAF)
Executive Committee (EC) Meeting
Wednesday, September 23, 2009

Location: Conservation Center, Concord, NH

Members present:
Deborah Boyer Website Administrator
Roger Dziengeleski Council Representative
Andrew Fast Secretary
George Frame Immediate Past Chair
Peter Greeno Membership Chair
Dana Hachigian Treasurer
James Harding Forest Science Coordinator
Ron Lemin Jr. Chair
Margaret Machinist Co-Editor of NESAF News Quarterly
Scott Machinist Co-Editor of NESAF News Quarterly
Ed O’Leary Vice-Chair
Randy Stone Massachusetts State Representative; Awards Chair
Kurt Zschau Vermont State Representative

Guests:
David Hall Chair, NESAF Forest Management and Utilization /Silviculture Working Group

Members not present:
Joseph P. Barsky Connecticut State Representative
Paul Dolan Rhode Island State Representative; Nomination Chair
Don Floyd Canadian Representative
J Peter Howland New Hampshire State Representative; Policy Chair
Spencer Meyer Maine State Representative

Meeting opened by NESAF Chair, Ron Lemin Jr. at 9:34 AM

A. Standard items:
   Sign in sheet (Fast) - verify contact information: The standard sign-in sheet was circulated.
   Welcome: Ron L. welcomed all present. David Hall was a guest and everyone present introduced
   themselves.
   Antitrust statement: The antitrust statement was presented. Ron L. can provide a copy of the
   antitrust statement to members of the EC upon their request.
   Add/Adjust agenda: SAF Council report was moved up on the agenda to accommodate Roger D., who
   informed the EC that he would need to leave early.
Approved Minutes 9-23-2009

Corrections/Additions for the June 10, 2009 EC meeting minutes (Fast): A motion was heard from George F. to accept the meeting minutes; a second to the motion was heard from Jim H. The question was called and the motion passed unanimously.


Dana H. reviewed the Net Worth Report. $5,639.65 is in checking. Dues were received from SAF. Checking will be significantly less than that after a dispersal to chapters / divisions. The Fund Earnings Account balance is $1,319.56 and 11,037.63 is in Savings. The CD value is $25,395.58 and total assets are $43,392.42. There are no liabilities representing a total net worth of $43,392.42.

George F. informed the EC that the 990 cost about as much this year as last year. The IRS revamped the Form 990 and an accountant will need some extra time to get acquainted with the form. Dana H. will get bids from 3 accounting firms to complete the Form 990.

A motion was heard from Jim H. to approve the Treasurer's Report as presented; a second to the motion was heard from Ed O'L. The question was called and the motion passed unanimously.

B. Old Business:

Winter Meeting 2009 Finalization (Lemin Jr., Meyer): The winter meeting netted $12,158. The profit was split between NESAF and the Maine Division (Division Host). Ken Laustsen provided Ron L. a list of winter meeting proceeds extending back to 1982 for comparison. 2009 winter meeting business is concluded.

History Project Update (Laustsen): Ron L. read the following history project update from Ken L. (dated: September 22, 2009):

"I will have to state that I am embarrassed at the lack of progress, and the blame is solely my fault. I was given some clear directions and guidance at the June EC meeting and a deadline to meet and have done nothing over the last three months.

This morning I sent e-mails to known state level authors asking for an update on their status and letting them know of the pending December deadline. I already received a response from Randy Stone about the lack of progress from Charlie Thompson on his piece of the writing.

I will do a follow-up e-mail to the EC when I have received a complete set of replies."

Ron L. informed the EC that we may need to revisit the history project at the December EC meeting and extend the deadline.

Completion of Forester's Fund Grant for Local Leadership Academy (Lemin): NESAF received $1200 in 2008 and $300 in 2009 from the Foresters Fund grant. $500 is owed for online Myers-Briggs testing. Ken L. has made efforts to pay, but no one has responded to his inquiries. NESAF and local units are supposed to split the cost of participants. The Leadership Academy cost NESAF $487 for 13 attendees ($37.50 per attendee). NESAF is going to split this cost with local units. Ron L. will send a letter notifying each chapter / division. NESAF will put on another Regional Leadership Academy in 2011 and invite NYSAF to attend. Roger D. informed the EC that there is a tremendous cost to a National Leadership Academy, and it is likely that National will vote to support regional leadership academies instead.

Form 990 Submission (Lemin): Ron L. signed the Form 990 and sent it to the IRS. It took 4 weeks for Ron L. to receive acknowledgement that they received it.

C. NEW BUSINESS:
National Convention Orlando Florida (Lemin): House of Society Delegates (HSD) will convene for 1 day in Orlando although there is flexibility to make it longer. There used to be a form for supplying success stories or issues to be discussed. Ron L. never received a form, but sent a success story by email. He is submitting insurance and online voting as issues. If there are other issues, unit representatives should let Ron L. know. Roger D. informed the EC that a highgrading statement is still a priority for National and will likely be written up in 2010. Ron L. thanked the EC for sending him and Ed O'L. to the National meeting.

Foresters Fund is seeking donations for the raffle at the National Convention. Maine donated 4 wreathes. NESAF is donating 4 centerpieces. A motion was heard from Ed O'L. to reimburse Ron L. $100 for centerpieces; a second to the motion was heard from George F. The question was called and the motion passed unanimously.

SAF Council Report (Roger D.): The VP of Finance at National was let go. Accounting has been outsourced to a professional and top notch accounting firm. The Council has not received financials since February as a result of the changes.

Membership is a primary issue the council is addressing. Roger D. has been in a number of discussions promoting sustained member value and outreach programs rather than membership drives. Chris White is doing a good job. There has not been a National dues increase for 10 years. Roger D. does not think an organization can be sustained with static funding. A dues increase, regardless of the percent, is important to a growing organization. However, it is also important to make the link between services and dues clear so members see where their money goes. George F. cautioned that there can be a push back especially as dues approach $200. Dana H. emphasized value. Members will be more receptive if they see clear value in their membership.

National has been awarded more grants over the last 10 years, but it has pulled people away from member services. George F. thought the average member does not understand the budget at National, and it may help if members have a better idea how they are supporting the organization. Kurt Z. suggested a tiered fee system for membership that should reflect earning potential. For example, a low fee for students and 0-5 year members. The fee goes up for mid career professionals and tapers for members who are reaching retirement age. Peter G. supported Kurt’s comments noting many of the individuals who did not renew cited financial hardship and were students, 0-5 year members and retiring foresters.

Ron L. asked if the advertising portion of the budget has increased over the last 10 years. Roger D. confirmed that it did and that it was one of the largest portions of the budget. Jim H. asked if the National Convention was a money maker. Roger D. replied that last year was the first time in quite a while. The goal has been to make the locations attractive. Good destinations have historically made money relative to less attractive, but in some cases more convenient, locations.

Discussion continued on tiered membership dues and creating flexibility through monthly dues payments over the course of the year. Ed O'L. reminded the EC that there is a benefit to getting dues payments at the beginning of the year and having capital on-hand. George F. noted that many members are paying three levels of membership (local unit, NESAF and SAF) so it is important to stress there has not been a National dues increase in addition to understanding where those dues go.

Randy S. is interested in projecting membership trends for the future, both worst case, expected, and best case scenarios. What services does SAF want to provide and what would SAF need to supply those services? Roger D. provided some context in response to Randy S.’s comments. Over the last few years, the council has focused on categories of membership, consolidating categories, and by-laws. There have been few conversations about dues and decreasing membership trends.

George F. questioned whether there was a breakpoint for minimum membership. Roger D. believes there is not a breakpoint and focusing on the membership numbers are not as important as making SAF more relevant to membership so SAF is viable long term. Part of that is making membership understand the
importance of dues increases and how that translates into better membership services. Dana H. also felt it was important to plan and implement a strategy for adding value to membership.

NESAF raised dues in 2001 or 2002. Ron L. sought input from the EC at what point NESAF should consider raising dues. Ed O’L suggested that membership is more understanding when there is a demonstrated benefit.

Ron L. asked Roger D. to set up a call with Peter G. to discuss the high-grading position statement. Roger D. thanked the EC, informed the EC that this is his last meeting and there will be new council representation at future EC meetings.

Update on NH NESAF Winter Meeting (Howland): Janice Mulherin is chairing the winter meeting planning for Granite State Division. Dick Weyrick and Deirdre Raimo are assisting. Two keynote speakers have been confirmed as well as all moderators and the majority of technical session speakers. Three field trips are planned as well as a digital poster session. The poster session will run at several locations endlessly looping on a big screen. Presenters can present with a poster only or with a poster and 10 minute oral presentation. The Winter Meeting, titled “On our watch: forests in transition,” will take place March 9-11 at the Courtyard Marriott in Nashua. Registration will be online or through a hard copy mailing. There is no early bird discount, only straight registration and late fee. Online registration is flexible allowing speakers to register separately. Vendor income has come in already. Registration will be ready by December so registration information will go into the October News Quarterly. Hard copy registration will be provided in the January News Quarterly. There is no budget yet and insurance is being worked out through Granite State Division and National.

George F. has a copy of the winter meeting manual that can be modified. It will be shared with the committee working on the manual (Spencer M., Jim H., Ron L. and George F.). George F. will send a copy to Ed O’L. and Ed O’L. will send a copy to Kurt Z. Jim H. reminded the EC that George F. also has the ‘wish we knew’ document created during the run up to the last winter meeting in Maine.

David H. asked if time would be allocated for working groups. George F. will connect David H. and put him in touch with Dick W. or Deirdre R. George F. believes time has been allocated. George F. will let Ron L. know if he should attend the next planning meeting.

(The EC took a break for lunch at 10:49am and resumed shortly after 11:00. Roger D. left during the break)

Standing Committee reports:

Nominations and Election (Dolan): Paul D. was not in attendance. Ron L. read an update provided by Paul D. All information is in the hands of National. There are candidates for all positions including Secretary, Treasurer, and State Representatives from CT, NH, and RI, as well as state elections from ME, MA, and RI. None of the candidates ran opposed. NESAF will send election ballots to any members who could not be contacted by National. Roger D. is running for VP of SAF. The District 6 SAF Council Representative will be Carol Redelsheimer.

Policy (Howland): NESAF wants to get good feedback on the policy membership questionnaire. There was 26% response from the membership who were emailed, which equated to 21% of total membership. The quality of the responses were excellent. Many respondents wrote text comments where available. 86 separate organizations were represented and many of the individuals were also involved in other organizations. Most respondents were also long time members who had read multiple NESAF position statements. Peter G. plans to put something in the News Quarterly thanking membership, detailing the response of the survey, and highlighting the next steps. Peter G. and Pete H. would like to broaden the policy committee. Peter G. and Pete H. will come up with a few different models to engage membership.
Approved Minutes 9-23-2009

as they continue to form the policy committee and will report results to the EC. Some members
contacted Peter G. inquiring why they were not asked to contribute. Peter G. will include a note in the
News Quarterly saying if members wish to participate they should update their information with
National. Deb B. will put the survey on the website when she receives it from Peter G.

Dana H. asked how NESAF policy statements relate to National. National SAF checks NESAF's work
to ensure it does not conflict with National's policy statements.

Membership (Greene): At the end of June, National purged NESAF's non-renewals from the roster.
As of the end of August, NESAF had 955 members. Peter G. is still attempting to contact some that he was
not able to reach, however hardcopy notices have been sent to all of the non-renewal members. Emails have
been sent to all that had valid addresses, and Peter G. has also followed up by phone. Purged members are
now on a larger list of “potentials” from which Peter G. is working to increase membership.

Peter G. felt there were a number of key opportunities that should be pursued. Because of the cost
associated with many of the actions that need to take place, Peter G. requested that the EC consider
allocating a budget to cover these costs and to invest in potential new members.

Peter G. is putting together a welcome mailing for new members. This mailing would include a welcome
letter, an introduction to the local chapter and its leadership, a flyer on CF accreditation, and would identify
some opportunities to get involved. This is a low-cost but necessary step in welcoming new members. Printing
and mailing costs for a year at our current membership accrual rate might run $30.00.

George F. reminded the EC that there is no membership budget line item. The membership would
need to vote on a membership expenditure. However, there is EC discretion in how the EC General
Operations line item is spent. There are a number of membership mailing options with different costs.
Options are limited this fiscal year, but a more comprehensive project can be developed and brought before
the membership at the annual meeting. A trial could be done this year. Dana H. will explore how much
money could be used in the general operations line item. Membership committee will explore a mailing
by years end and there can be a vote by email. Kurt Z. suggested soliciting membership by sending out a
second News Quarterly targeting potential members. Discussion ensued about how targeted membership
material could be incorporated into a second printing (insert, wrap around cover, etc.). George F. suggested
that local units take some responsibility as well. New members should get communication from the chair of
the local unit as well as the NESAF chair welcoming them to SAF.

NESAF is increasingly communicating with its members through email, yet there are a number of
returned emails. Peter G. would like to get NESAFs email lists cleaned up. It would be helpful if Deb B. could
collect delivery failure notices after sending out the electronic newsletters. Peter G. could then follow up
with those members to update their contact information through a postcard mailing. Cardstock and mailing
costs might run $25.00 per year.

Thanks to hard work by Christopher's team at National, NESAF has a list of 2,000 potential members
working in the natural resource fields in New England. Approximately 600 of the potentials are former
members. The other 1,350 are potentials that work for government natural resource agencies, forest
resource schools, forestry companies, are licensed as foresters, or are somehow working within the
profession but are not members of SAF. The contact information is only valid for a short time. To reach
these potentials, Peter G. is working with Christopher to come up with a NESAF tailored letter. Peter G. has
free, small gift incentives to offer, however printing and mailing 2,000 letters has costs associated with it.
NESAF could easily spend $1.00 - $1.50 for every potential. At that cost, NESAF would need over a 10
percent positive response rate to cover costs within a year. The initial cost is high, however the long term
benefits are likely worth the investment.

In order to keep costs down, Peter G. suggested targeting former members rather than sending out a
mailing to all potential members. There was also discussion about how quickly to move on a mailing. Peter G.
emphasized that the updated email list was temporary and will not remain current. Ron L. suggested when
Approved Minutes 9-23-2009

contacting new members demonstrate the financial benefits of being a member. For example, the cost of attending programs to maintain a forestry license with and without membership. Ed O'L. agreed, and contributed that cost savings could be broken down by state.

Peter G. received a survey from National (Christopher Whited’s desk) that seeks the input from the EC on several issues. Peter G. is available to combine any feedback that the EC has to offer for submission to Christopher. Peter G. will send out an email to solicit comments from the EC.

Current faculty representatives include: Mark Ducey (UNH, Durham), Peter Mark Ashton (Yale), James Harding (Green Mountain College), Mike Snyder (UVM, Burlington), Jeremy Wilson (UMaine, Orono), David Kittredge (UMass, Amherst)

Peter Greeno can supply a list of new members at EC members request.

Forest Science Coordinator (Harding): Three articles were written for the next News Quarterly, covering DS cruiser software, NED software and accessing data. There is no theme yet for the following News Quarterly. Maggie M. suggested public land and forestry. New Hampshire and Vermont are both celebrating 100 years of public lands in their respective states. A question was asked about the life of appointed positions such as Forest Science Coordinator and Website Administrator. EC appointments have a duration while other appointments do not have a duration.

NESAF Website (Boyer): Most of the activity on the website has focused on the calendar of events and mass emails to membership. Previously, there were 902 sent with no returns. In September, 833 were sent successfully and 65 were not. Deb B. will look at the bouncebacks and determine whether the cause is Fairpoint Communications. Deb downloads the new membership list from National each time she sends out an email. In all instances so far, approximately 30% opened the emails. In smaller email mailings to a targeted audience approximately 50% open the email.

Maggie M. suggested putting instructions on how to update contact information in the News Quarterly rather than just notifying membership to update their information. A discussion ensued on the challenge of keeping up-to-date email addresses. Peter G. is willing to have people contact him if they have questions about updating their information. Because of all the discussion focusing on the budget, position chairs should consider what money resources they need to do the job they want.

Grants (Barsky): JP B. was not present. There was no Grants news except that Maggie and Scott M. will run a grants paragraph in the next News Quarterly.

Awards (Stone): 7 prints are remaining. The EC should consider what the new Integrity Award should be. It was noted that in the past, George F. questioned whether photography was an appropriate form for the award. Ed O'L. suggested the EC appropriate funds to buy the remaining prints (approximately $2000). Jim H. pointed out that the current cost of the award includes matting and framing. The prints themselves can be purchased now without spending $2000. Smaller prints can be produced on demand so there is no need to purchase smaller prints presently. Ed O'L. emphasized that the EC should continue working on finding a replacement award so when the prints are gone a suitable replacement is available. Prints can stay with the Awards Chair, or the EC can ask that the vendor hold them in inventory. Discussion continued on integrity award. Kurt Z. suggested considering duck stamps or some other award that supports conservation. Ed O'L. thought the EC is focusing too much on the award and not the fact that individuals are being recognized by their peers. Deb B. will change the submission for nominations to December 1. on the NESAF website.

Budget Report (Rousseau): Dana H. will start putting in proposed numbers for the 2011 budget based on the membership and awards discussion that has taken place. Dana H. reviewed the Budget Report to date.
Approved Minutes 9-23-2009

as of Septemeber 23, 2009 for years 2007 through 2010. Dana H. pointed out that savings account and checking account interest is pretty low. National meeting travel for 2010 will be to Albuquerque, NM. The administrative assistant line item was an agreement with NHTOA and is not used anymore. There will be no leadership academy in 2010 but it will take place in 2011. All mailing for individuals who do not vote electronically will go into the elections expense line item. Stipends are paid before December 31st.

There was discussion about online banking for convenience as well as the issue that local units are all under the same tax id number. A concern about online checking and automatic bill pay is that there may not be as clear a paper trail. George F. suggested continuing with the present protocol until there is a strong justification for change. The question of issuing a debit card was brought up, but there were the same concerns about ensuring there is a paper trail.

SAF distributed approximately $4000 to NESAF/local chapters for old dues that were never shipped out. In short, Ed O.L. described it as an underpayment and a reconcilement. Dana H. submitted a well thought out proposal to the EC in which NESAF receives 66% and each local chapter gets a portion of the balance (based on dues monies apportioned to each state in the past). There is no breakdown of the $4000 by FY. Dana H. will put a new line item on the budget, “Dues reimbursement resulting from audit at National.” A motion was heard from George F. to distribute the dues reimbursement from the audit at National as outlined by Dana H.; a second to the motion was heard from Jim H. The question was called and the motion passed unanimously.

NESAF News Quarterly (Machinist): Maggie and Scott M. are still waiting on updates from a number of states. Jim H., Ed O’L., and Ron L. will take pictures at the National Meeting and write an article for the News Quarterly. George F. suggested considering a News Quarterly without themes. The News Quarterly could also explore profiling a different forester from around New England in each issue, having leadership profiles and photos of EC members.

(Maggie and Scott M. and Deb B. left at 2:02pm)

State Reports (NESAF State Representatives):

ME - Spencer M: Spencer M. was not present but submitted the following Maine update: MESAF volunteers helped out at the September 17th Envirothon.

MESAF members manned a booth at the Wonders of Wood expo in Portland on September 19. This event was meant to engage the public, particularly that of southern Maine about the values of the forest for natural resources, recreation, livelihoods, peace and quiet, wildlife, etc. This was the 3rd year of this event and unfortunately it was not well attended. Other exhibitors included ENGOs, forest industry, education organizations, University of Maine, CFRU, Small Woodland Owners Association of Maine, etc. The MESAF booth had a compass and geocache activity for kids and gave away at least one compass to an eager young forester.

MESAF is helping sponsor a UMaine School of Forest Resources service project this Friday, September 25 at Leonard’s Mill in Bradley. About 40 participants are expected between school faculty and staff, MESAF volunteers and students.

MESAF is holding its annual meeting Tuesday, October 13 at the University of Maine. The title is The Regulated Forest: the Impacts of State and Federal Rulemaking on Forest Management in Maine. The program includes talks on Land Use Regulation Commission, Maine’s Forest Practices Act of the 1990s, tree growth tax laws, deer wintering areas, logging contractor labor issues, Atlantic salmon and other topics.

MESAF is again sponsoring the Project Learning Tree Teacher Tours, both through financial support and volunteer time. The next one will be at the University of Maine on October 23, 2009.
Approved Minutes 9-23-2009

The Maine Student Chapter is doing a calendar again this year as a fundraiser. This year the theme will be New England Aerial Photography.

Ron Lemin submitted the MESAF poster contest and the subsequent Forestry Awareness Committee as a success story for SAF HSD recognition.

RI - Paul D: Paul D. was not present.


MA - Randy S: MA SAF held its summer meeting on July 9, 2009. Public land certified by Scientific Certification Systems (SCS) to FSC standards from 2004-2009 was audited for recertification. Several "preconditions" must be met before the certification is to be activated again. The preconditions are expected to be completed by October 2009.

A technical steering committee and advisory group of stakeholders has been convened by the DCR commissioner to construct recommendations to guide DCRs forest management.

A clearcutting bill, House Bill 765, received testimony in September. The bill defines clearcutting "...as the harvesting of more than 75% of the trees within an area and/or contiguous parcels greater than one acre" and would prohibit clearcutting on all state land.

A ballot petition has been submitted to the legislature that would amend state law to state that "Commercial harvesting of wood products shall be prohibited on all forest lands owner by the department of Conservation and Recreation." This would include all the state parks, forests, and water supply lands.

ALB was identified in West Boylston in September 2009, expanding the regions 66-square mile beetle eradication zone. Zebra mussels were discovered in Berkshire Lake in July.

NH - Pete H: The program committee has the two keynote speakers lined up for the 2010 NESAF meeting to be hosted by GSD on March 9-11, 2010 at the Courtyard Marriot in Nashua. The various technical sessions all have moderators and some speakers are already in place. Three field trip locations are set. The poster session will be digital as well as the usual format. The call for posters is out on the street at this time.

Good Forestry in the Granite State is in draft form and people have until the 1st of November to get back to the committee with comments. It is the hope to have it ready to go to print by the end of the year. The forestry guide by GSD is moving along slowly due to the fact that many of the people involved were already working on Good Forestry in the Granite State.

The GSD committee is working on the guidebook and met again this month. They are editing the guide at this point. They are also applying for a Foresters Fund Grant from National.

The September 18th workshop in the White Mountains on wetland issues, shoreland protection, natural heritage, and a brief overview of Good Forestry in the Granite State was attended by about 100 foresters.

GSD would like more information with regards to the fellow nomination process.

Next GSD EC meeting is on 10/13/09 in Concord.

The market situation in the state is still very sluggish for many of us in the field. It has slowed or eliminated the ability to move products out of the woods to market.

CT - JP B: JP B. was not present. Ron L. read an update provided by JP B. One of the CT Chapter officers has moved out of State. CT may have to elect new officers via voice vote at the winter meeting. Paul Dolan should have the ballot for the new CT Rep candidate, Mel Harder.
VT - Kurt Z: GMD summer meeting took place last week. The program focused on individual tree health and vigor in an effort to get arborists and field foresters together and share urban forestry knowledge and experience. It was not well attended largely because GMD EC lacks an Education Chair program planning and marketing was completed close to the program date. 10 professionals and 35 students attended. GMD is also lacking a Policy Chair. GMD is rolling out another year of the student sponsorship program in which 19 students from Green Mountain College and 5 from UVM received $20 back on their membership. Preliminary work is starting for the 2011 winter meeting at Lake Fairlee, VT. Vermont Forests and Parks are facing more layoff threats. 300 positions are being examined, 150 are presently vacant and 150 additional state positions could face cuts. Land use value program will also be examined.

Canada - Don Floyd: (not present)

Chair Potpourri (Lemin): Ron L. had no additional items to bring before the EC.

Other items for the good of the order: There were no additional items for the good of the order.

Calendar: The NESAF EC will next meet on December 17, 2009 9:30am at the Conservation Center, Concord, New Hampshire.

A motion to adjourn was heard from Jim H. A second was heard from Ed O’L. The question was called and the motion passed unanimously. The meeting adjourned at 3:00pm.

Respectfully submitted,

Andrew Fast, Secretary