

MESAF Executive Committee Meeting

January 27, 2004

Huber Resources Office, Old Town

(Amended at Executive Committee Meeting April 6, 2004. LEA)

Attendance: Bob Wagner, Sue Aygarn, Mandy Farrar, Tony Filauro, Ron Lemin, Mary McDonald, Marc Johnson, Bill Livingston, Dan Simonds, John Bryant, Jim Stewart, Dick Scott, Kenny Fergusson and Laura Audibert.

Kenny opened the meeting at 10:05 AM with a brief anti-trust statement.

The day's agenda was quickly reviewed and no changes were made.

Job Descriptions

Kenny passed out a copy of Ron's job description sheet. Each position was reviewed.

Ron suggested that we start an Awards Committee to gather potential nominees for the various NESAF awards. **John** will chair this committee and **Ron** will help.

John acknowledged the helpfulness of the exec.comm. in getting him up to speed on MESAF issues and operation. Institutional memory is important.

Kenny asked Mary to share her thoughts on being a member-at-large. She did not have much knowledge of the position beforehand. She indicated that email is essential and delegating and dividing duties is important. She agreed to be called if any of the new members-at-large had any questions. **Mary** will send out a "checklist" on how to prepare for the division meetings.

Legislative Breakfast

This breakfast has not been done for a few years. Ron suggested inviting the legislators to our Spring and Fall meetings.

Bill and Tony suggested we email the membership on when to testify on pertinent legislation. We would be clear that they would testify as individuals, but mention they are SAF members. **Kenny** will find out more on testifying before sending anything to the membership.

Minutes from Last Meeting

The minutes from the July 2003 meeting were not discussed, since they had been emailed in August. Ron motioned to accept the minutes as written, John 2nd, passed.

Bill passed out copies of his MESAF Business Meeting minutes from the Fall Meeting. They cannot be officially approved until our next division business meeting, but he wanted to run them by us first for accuracy. **He asked us** to review them and respond soon.

Division Manager Contract

Ron suggested that the Div.Mgr position be given a raise based on the amount of work being done. Laura declined and indicated that she must do her share of "volunteering" like everyone else. Laura will continue in the position and will sign the 2004 contract which runs from November 1, 2003 to October 31, 2004.

Treasurer's Report

Bill passed out copies of the Meeting Report for the Fall 2003 Meeting. We cleared \$1149.57. Mostly members attended.

The checking account contains \$6,082.36 and the savings has \$2,949.39.

We need to request the \$1000 seed money from the NESAF treasurer for our 2005 Portland meeting. **Bill** will do this.

Our MESAF 2004 budget needs to be amended to include the \$1000 allocated for the SAF Leadership Academy as approved by the membership at the Fall Meeting.

NESAF Meeting profit = meeting net profit minus the \$1000 seed money, then divided in half with NESAF.

Poster Contest Budget. Awards for the 2003 contest are \$1,289.25. **We** need to order more participation certificates.

Grants. We need to finalize the National Foresters' Fund Grant. A report must be sent in to release the balance of the grant money. In the fall we can re-apply for a new grant. We have no outstanding NESAF grants, but we could apply for one. NESAF grant approval is in December 2004.

Ron will draft a final report letter for the Foresters' Fund grant and copy it to **Sue**. They will submit this report to National.

MESAF Audit. **Bill** will work with **Ken Laustsen** on our annual audit—it is due by April 15.

John motioned to accept the Treasurer's Report as amended, Mandy 2nd. All in favor.

Communications Committee Report

Tony reported that he has no media rep meeting scheduled for this year yet. He will continue to send our Spring and Fall meeting announcements to the media.

Tony and Pat Maloney are working on a PLT workshop to be held at UMF on March 22. This workshop is primarily for college students (future teachers) and we should not openly invite MESAF members.

Tony is also working with Pat on the Walk in the Woods program.

Website. Tony requested a committee to redo the MESAF website to make it more useful. Ron mentioned that NESAF has hired a webmaster to handle their website and it will have pages available for each division. The divisions would have to get their info to NESAF for posting. Their site uses DreamWeaver software.

A Website Committee was formed to decide within the next few months whether we should keep our current site or jump on NESAF's. The committee will also decide on content for our site and consider the financial implications of each option. **Ron** will get the info on NESAF's site requirements and email it to the committee before its first meeting. The committee will report to the

Exec.Comm. on how to proceed on the website issue. The committee members are: **Tony, Laura, Bob W., Dan Simonds, Bill L.** and **Ron.**

Guest Lecture Series

Ron reported that the Student Chapter is handling this themselves and will consult us for suggestions.

Kenny suggested inviting a Student Chapter rep to our next meeting.

NESAF

Ron mentioned that we need to pay NESAF \$200 by the end of the year for an advertisement in the NewsQ on the 2005 Winter NESAF meeting.

NESAF has appropriated \$275 for each division to send someone to the Leadership Academy. With NESAF's \$1000 plus this \$275, an attendees cost will be entirely covered. Ken Laustsen will be attending the Academy as a NESAF rep.

NESAF has \$3500 available for grants.

NESAF needs a Policy Chair, perhaps with a paid stipend from National. A request will be made for \$60,000 -- \$80,000 from National for a New England regional policy rep. Our group had some discussion on this issue, but there was no consensus on the value of this position.

Members should contact Ken L. with ideas on how NESAF can best serve its members.

Poster Competition

Sue A. indicated that we need more County Coordinators and presenters. Many "balls were dropped" this year and we need to get the organization going again. The next Steering Committee meeting is tentatively scheduled for March 2 at Sue's office in Bangor. **Sue** will email the committee with the final details.

The prizes for the 2003 contest will be sent out to the counties today.

We decided to wait until the 2004 Fall Meeting to recognize the County Coordinators for the past 2 years. All the 2003 county winning posters will be displayed at the NESAF meeting in Quebec this March. **Sue** will contact Lynn Wilson about display space.

This past year the contest had ~25 schools and ~1500 students. The Aroostook County winners and the State Winners were chosen at today's meeting. The state winners are:
1st – Cumberland, 2nd – Aroostook, 3rd – York.

Fall '03 Meeting Results

Not much discussion on this topic, the meeting went well.

Spring Meeting Ideas

The group decided to go to the Bartlett Experimental Forest in NH to discuss "Hardwood Silviculture." It will have to be a 1.5 day meeting with an evening program the day before the tour. We are planning on the last 2 weeks of May. **Bob** will meet with them and ask them for a preferred date. **He** will contact Mandy so the **Members-at-Large** can begin setting the meeting up.

2005 NESAF Meeting

Ron is the General Chair. We still need a Program Chair and an Arrangements Chair. Ron will be contacting people for these positions. The Signage committee will be chaired by Mary and Registration will be handled by Laura, Dan Simonds and maybe Ken L. Ron also needs a Finance Chair. The dates for the meeting are March 15, 16, 17, 2005 at the Sheraton in Portland.

The group decided on a title/theme for the meeting, "Changing Forests, Challenging Times."

Ron will work on a flyer to be available at the Quebec meeting. He will email it to the group for comments.

Leadership Academy

The dates are May 22 – 26, 2004 in Nebraska. Participants learn about SAF and how it works. The funding for our division is \$1275, this will cover the travel and registration for one person. Kenny plans to go with Huber funding. Mandy, Ben, Mary and Dan S. are interested in attending. They will check on employer support and their own schedules.

Kenny will develop a plan on who will go and how the costs will be distributed. He will have answers by mid-February.

MESAF 2004 Fall Meeting

Based on the survey responses from our recent meeting, the meeting will be held at Wells Commons. The tentative date is Thursday, November 18. If this date is not available, December 2 is our next choice.

The meeting adjourned at 2:18 PM.