

**Maine Division Society of American Foresters**  
**Executive Committee Meeting**  
**April 28, 2017**  
**206 Nutting Hall UMaine, Orono**

**Attendance:** Bob Cousins, Brian Renfro, Meryl Nelson-Lee, Kris Hoffmann, Kirby Ellis, Bill Livingston, Ron Lemin, Tony Filauro. Katie Manende and Alex on the phone and Laura Audibert on Skype. Anna Schwarcz called in at 9:27 AM,

Bob called the meeting to order at 9:05 AM with a brief anti-trust statement.

**Minutes**

The minutes of the February 10, 2017 were approved.

**Treasurer's Report**

Bill passed out the copies of the F990 form he prepared and sent to Donn Downey, the NESAF Treasurer for our annual reporting to the IRS. The total revenue for the year was \$12,358.57 and the gross income was \$18,583.10. Our total assets are \$8783.40 and our liabilities are \$5685.42. As of 12/31/16, our net assets are \$6344.91.

Kris motioned to accept the 990 report as presented, Bob 2<sup>nd</sup>. Unanimous approval.

Bill reported that the balance in our checking account is \$17,043.83 and our PayPal balance is \$3043.65, totaling \$20,087.48. Some NESAF Meeting funds are included in this figure, Bill will finalize this soon. Bill expects a net of \$8000-\$9000 from the NESAF meeting, which will be split evenly between NESAF and MESAF. The \$1500 in auction/raffle income is included in the figures above. Bill noted that Donn Downey will pay for a portion of the Cyr Bus cost, and some will be covered by Ken's grant. We paid the Cross Center ~\$47,570 +\$4000. The group decided to give the \$1500 auction/raffle income to NESAF for their grant fund. The rest of the revenue will be split 50/50. **Bill** will send out the final accounting of the meeting when it is complete. Kris motioned to accept the Treasurer's Report as presented, Bob 2<sup>nd</sup>. Motion carried.

**Business Items**

**Student Chapter Committee Report**

Brian Renfro and Meryl Nelson-Lee reported that they had a successful year. They participated in the NESAF Quiz Bowl, visited an operation with Kirby and toured the SAPPI mill. They elected new officers for the year and Meryl will be the new Chair. They would like to host a conclave with the UVM and UMass students to foster better communications. They are planning a tour with the Maine Forest Service for May 2. The Chapter has ~20 active students. Si Balch has been working on the Mentor sheets that were posted at the NESAF meeting, but Ron and Laura have not been contacted yet. Mindy Crandall is the Student Chapter Advisor and has been very helpful. Brian mentioned that fewer UMaine students attended the NESAF meeting since it occurred during spring break. Bill noted that the 2018 break is only one week long.

### Summer Field Tour—Alex

Alex reported that his field tour is set for Friday, July 14 on Seven Islands land in the Rangeley area. The maximum size will be tour bus capacity (~50 people). He wants to minimize traffic on the roads. The tour will focus on commercial thinning on small diameter softwoods. He has some potential speakers lined up. He will get the lunches from the Oquossoc Grocery, he will pick them up that morning. Alex suggested having a bus or vans originate in Orono then make stops in Newport/Fairfield and Farmington. It takes 2:40 to get to Rangeley from Orono. All participants will need hardhats.

The costs (lunches/snacks=\$15, bus/vans=\$25) are expected to be ~\$40. We will charge \$50 for SAF members and \$70 for non-members. **Laura** will send Alex a meeting flyer as a template. **Alex** will send Laura the meeting details for the mailing by Friday, June 2. **Tony** will submit the meeting info for the next News Quarterly.

<Brian Renfro and Meryl Nelson-Lee left at ~9:55 AM>

### NESAF Winter Meeting Review

<Wil Mercier called in at 9:53 to review the meeting>. <Carol Redelsheimer joined in on the phone> **Kris** will ask TWS and NEFPC for their comments and she will send the New Hampshire group our summary for their planning.

Wil noted that the AV component went well. He suggested that next time there should be a strict cut-off on when speakers can turn in their presentations to the registration desk for loading. He suggested before the break immediately prior to their session. If presentations are late, the speakers will need to load the laptop themselves at the session.

We received some requests from attendees to have the presentations available after the meeting. Wil noted that we did not ask the speakers' permission beforehand. We need to ask the speakers for a release prior to the meeting, then we can post the presentations on our website. Wil does not advocate providing paper copies.

Wil suggested that a Volunteer Chair be assigned ahead of time to coordinate the volunteer assignments.

The Bangor location worked well and the Cross Center was good. The screens in the rooms were too low and the AC/background noise was too loud at some points. Some older folks had trouble hearing, so we should ask them to sit in the front. There were no complaints about Bangor as the location. We should have had a map of the room layout in the packets.

Bill reported that the meeting income for MESAF from previous meetings was: 2005--\$4000, 2009--\$6000 and 2013--\$5500 (combined from NY share and May field tour meeting).

<Bill left at 10:05 AM>

Laura reported that 449 people attended the meeting, this does not include the 41 speakers who presented but did not register and stay for any sessions.

The raffle/auction items should be set up closer to the registration desk next time, they were too out-of-the-way.

Tony suggested that we have guidelines for the speakers on the font size for their presentations, to make it easier for people to read. A suggestion was also made to get info on the room sizes to the speakers ahead of time for their planning.

Ron mentioned that as Arrangements Chair, having the meeting outside a hotel presented some different challenges. We needed to cover our meeting room and AV costs separately. Ron thanked Carol for handling all meal switching around stuff so well. This enabled us to make more money.

Ron had arrangements with 4-5 hotels and there weren't any complaints from attendees. We eliminated the continental breakfast at the Cross Center since most of the hotels had their own already. The good thing about having it at the Cross, was that we did not owe a gratuity. Getting meal numbers ahead of time was difficult. Lots of the boxed lunches were left over each day. The only time the food ran out was at the evening receptions.

<Alex hung up at 10:23 AM>

Ron thanked Carol for doing an awesome job as Program Chair—that is the toughest job. Carol said we could call her again in 4 (maybe 3 years)... Katie heard great feedback about the meeting.

Carol suggested that we get our co-sponsors (TWS and NEFPC) in on the planning earlier, so they can have input on the dates and scheduling. They should also attend one of the site visits. Laura asked that the other sponsor groups communicate better about their award recipients' meal plans so we have enough banquet tickets.

<Wil left at 10:30 AM> He also agreed to be called again in 4 years...

J.P. Barsky did a great job on the write up in the News Q.

Laura noted that we need a Poster Chair next time, much confusion about where to get and set up. Kris and Bob Seymour were confused about who was in charge.

Laura also suggested that the tour leaders meet with their groups at a meeting place prior to leaving for the sites. Some folks were confused on where to go. The Rachel Carson NWF tour had no one on site for their tour—one of the attendees stepped in.

Thank-you notes—Ron sent out to sponsors and speakers in his sessions. Not sure if Karl sent any out to raffle/auction people.

**Kris** will take this summary and ask TWS and NEFPC to add to it.

## NESAF Update

Bob reported for Dave. Dave attended the last meeting and found it disorganized and nothing noteworthy was accomplished. **Bob** will get the NESAF EC minutes from Mallory Bussell.

## Summer Field Tours (cont.)

Kirby's tour will be on Friday, August 18 in Orono at the Barbara Wheatland Geospatial Lab on campus. Lance Case will instruct the class on Q GIS. The per person cost from the Lab is \$60. The estimated lunch/snack cost is \$25 per person. We will charge \$85 for members and \$95 for non-members. Lance would prefer to cap the attendance at 24 so only one room will be used. If there is more interest, we can use another room and accommodate 40 people total. If Kirby is not obligated to use campus food service, he will likely get the lunches from Frank's for ~\$7.50 each. The session will likely run ~9:00—11:30 AM, lunch, then 12:30 -- 2:30 PM, wrap-up and evaluations. The goal is to get the info to field people and have them be proficient. Kris noted that MESAF EC members will not get a free ride for this meeting due to the higher expenses.

## Fall Meeting

Brian Roth sent out the details of the American Chestnut Foundation (ACF) meeting on October 6 and 7. The meeting will be held at the DoubleTree in South Portland (by the mall). Rooms are available and set aside already.

The ACF will handle the arrangements and registrations. We will coordinate the MESAF business meeting. Bob thinks we may need to come up with a few speakers for the Friday meeting. **Bob** will ask Brian about who will handle the CEU certificates and sign-in sheets.

**Bob** will tell Brian that we will use this meeting as our Fall Meeting and our third field tour for the year. We will include the ACF flyer in with our meeting mailing this spring. **Bob** will mention these plans in his upcoming Chair Letter.

## Committee Reports

Forestry Awareness-- Anna reported that the PLT Teacher Tours will be on July 11-14 and July 25-28 at Camp Wapiti .

There will be a Totally Trees event in Westbrook. The China Forestry Days will be on May 26. Foresters are needed, schedules are flexible. It is a long day and all the kids attend. Plum Creek sends foresters, Bob C, and Kevin Doran will attend.

There is a two-day event at Leonard's Mills in May. Due to the various other activities there, it may not be worth sending anyone—not much interest from the kids.

<Anna signed off at 11:24 AM>

Communications—Tony needs any NewsQ info by May 22. He gets much of his subject matter from the local media. He will include our field tour info as well. **Kirby** suggested including info on Tree Farm, since local Tree Farmer Pam Wells is in the running for National Tree Farmer of the Year. **Kirby** will get the info to Tony.

Forester Licensing Board—Ken reported to Bob that their last meeting was cancelled, so no report.

### **Other**

Kris suggested getting nominees for MESAF officers together soon, since they are due August 1. Nominations are handles by the Chair-elect (Katie). The NESAF Award nominations are needed by December 1. Tony will put a plug in the NewsQ that we will be looking for nominees to fill the Chair-elect and MAL positions. Kirby is considering running for Chair-elect. If so, Ron L. will run for MAL. **Bob** will ask Dave Parker if he wants to continue as the Maine Rep. to NESAF, if Dave wants to be replaced, we'll add this position to the nomination list.

### **Next Meeting**

The next meeting will be held on Friday, July 21. It will be a conference call to discuss officer and award nominations and anything related to the field tours and Fall Meeting.

### **Adjourn**

Kirby motioned and 2<sup>nd</sup> to adjourn at 11:41 AM. Unanimous!

Submitted by  
*Laura Audibert*