

California Society of American Foresters Executive Committee Meeting March 17, 2022 - Minutes

1. Call to Order (All) at 10:06 AM
2. Introductions/Establishment of Quorum (All) – Rachelle Hedges, Jane LaBoa, Karin Linnen, J Lopez, Dave Bakke, Kathleen Burr, John Todd, John Bradford, Keith Gilles, Julie Lydick, Bill Keye, Darren Mahr, Reynaldo Arroyo, Ricky Satomi, Tamara Hanna. Quorum established.
3. Approval of December 9th, 2021, Meeting Minutes (Hedges / LaBoa) – Motion to approve by John Bradford, second by Keith Gilles. Minutes approved.
4. National SAF Board of Directors Report (Todd)

Membership - Membership numbers are at 9,367 as of January 31, 2022. The Moery Company has completed their analysis of SAF's membership program and staff are reviewing their findings to determine future steps in clarifying our membership structure and processes.

National Convention - 2022 SAF National Convention – Baltimore, Maryland, September 20-24, 2022. We are looking forward to an in-person event this year. The theme for our SAF2022 is 'Our Working Mosaic' and the four focus areas are as follows: The Art of Collaborative Management; Environmental Justice and Access; Nature-based climate solutions; Many Hands: Diversity in Forestry Careers. The Call for Presentations closes on March 31, 2022. Convention registration will open for attendees on May 1, 2022.

Forester's Fund - Utilizing Foresters' Fund grants are a great way to engage members in local projects and strengthen local units. The fund supports two types of grants (regular and special) *for projects, activities, and events that increase our impact and grow our organization.* Grant proposals that address the themes of education, outreach, and professional growth will be considered for funding in 2022.

Regular grants of up to \$2,000 for chapters, divisions and state societies and special grants up to \$5,000 for divisions and state societies are available. The first of three deadlines in 2022 for regular grants is February 15. The other two deadlines are June 15 and September 15. Special grant proposals are accepted one time per year on June 15. [Foresters Fund \(eforester.org\)](https://eforester.org)

State Society Incorporation - A significant effort to complete incorporation of the 30 state societies is under way. While Cal SAF was already incorporated (completed during the merger between NorCal SAF and SoCal SAF), some steps need to be completed to fully align with the directives received from SAF HQ. Incorporation of our State Societies is important because it establishes state societies as separated legal entities and creates a separation between personal and corporate assets. An article explaining the tasks involved and the reasons behind incorporating our state societies is found on the front page of the March issue of the Forestry Source.

Directors & Officers Insurance
SAF National is now providing insurance coverage for Directors & Officers (D&O) and Comprehensive General Liability for local units and leaders. Effective January 1, 2022, D&O Insurance will provide coverage for executive committee members at the state, division, and chapter level. This insurance will provide an added layer of personal protection of our volunteer leaders who make management decisions on behalf of their units and step up to serve SAF and its members.
5. Chapter Reports

Bay Area – Dave Bakke. Sent out chapter newsletter. Had a January meeting featuring Brandon Smith of CalFire regarding recruitment. February meeting was “Meet Your Members” topic. Will have an in-person April meeting.

South San Joaquin- Darren Mahr – virtual meetings have been a problem with older members, so they have been doing in-person chapter meetings. Chapter is engaged in giant sequoia policy. Chapter has supported a local environmental education camp. Have a relationship with High Sierra Chapter and often have HS members at the SSJ meetings.

Sac-Tahoe – Jane LaBoa – regular in-person and virtual meetings each month.

6. Chair Report (Hedges)

- a. Forestry Education Initiatives – some other organizations working on forestry education. Rachelle is working with those organizations.
 - i. CFA – big push on enhancing forestry education initiatives. They hired a consultant. Report ready in a couple of weeks and will rollout at their annual meeting. Rachelle will be at that meeting as a UC representative.
 - ii. UC Berkeley Workforce Development - emphasis on UC Berkeley students and community colleges. Being more proactive in using Berkeley forests as an education resource.
 - iii. Tahoe Community College – in the process of setting up a forestry program. Rachelle will check to see if they are tied in with the SAF accreditation program.
- b. 2023 SAF National Convention in Sacramento
 - i. General Chair for 2023 – Dr. Erin Kelly (Cal Poly Humboldt).
 - ii. Volunteer needs. Rachelle has given her contacts for local chapters (Sac-Tahoe and Bay Area). Keith Gilles brought up some issues in planning the convention earlier and showed a document he used that can be shared with Erin.
- c. Member engagement – doing well at the state level. This is a good time to engage with non-members to encourage SAF membership and with members to increase their active participation.
- d. CLFA joint event planning is ongoing. Nothing planned right now.
- e. Position descriptions and meeting guide – continuing to work on these. Looking for help to finish these documents. Julie Lydick volunteered to help.

7. Chair- Elect Report (Hedges / Linnen)

- a. 2022 Winter Meeting Report – a virtual meeting. Smaller attendance (40+) than usual for a variety of reasons. Few or no costs. Looking forward to products of the breakout sessions.
- b. Welcoming Karin Linnen, Chair-elect. Karin made a few remarks about what motivated her to get more involved with SAF, her career and personal background.

8. Executive Director Report (Burr)

- a. National Business Operations and Incorporation – we are one of the few state societies that are already incorporated.
- b. Q2 Newsletter – send her articles as soon as people have them. Will use her personal email for mass mailing.
- c. Kathleen is missing a lot of information from the previous Executive Director. John Bradford will send her the files he has.

9. Treasurer’s Report (Bradford) – see handouts

- a. 2021 actual – about -\$5000 but deficit was covered by carryover funds. No grant income last year (lack of FIT session), but savings in other areas. Rachelle had a

question about a deficit in the 'Other Costs' line item. John explained most of it is mis-coded expenses that will be corrected. Ricky clarified how the equipment is used by other programs.

- b. Proposed budget – in better shape in 2022 than 2021. Kathleen would like more detail in the education programs profit and loss, and balance sheet reports (she has brought this up in the past). John said it's already possible to view that information, but the spreadsheet is huge and complicated to view. Discussion in detail about line items so that the proposed 2022 budget can be approved at this meeting. Rachelle motioned to approve the 2022 budget, with the understanding that revisions as discussed are incorporated. 2nd by Dave Bakke. Budget approved.
- c. Overhead agreement – prior discussion with Tad Mason about potentially funding overhead from donations starting at the 10% level.
- d. Meeting with CPA. Discuss wanting more detail in line items. Concern about potential CalFire grant reporting problems without having more detail. Rachelle showed an example of what she would like to see, especially in the education budget line items.
- e. QuickBooks access – The CPA is the only one who can input per a prior agreement.

10. Secretary's Report (LaBoa) – Nothing new to report. All ok.

11. Committee Reports

- a. Awards (Lydick) – At tomorrow's Winter Meeting Dave Bakke will be getting the Forestry Achievement Award. Glenn will be recognized as a Golden Member. National awards and new Fellows will be recognized also tomorrow. Discussion of candidates for upcoming awards.
- b. Communication (Keye) – update on current activities including Bill's guest editorial in the San Jose Mercury News. Jane & Rachelle: Possibly have a tab on the website for guest editorials, articles, other position papers by Cal SAF members.
 - i. Website (Bakke) – encouraged folks to send him info on relevant meetings, etc. Discussion about posting (or reposting) articles, research papers.
- c. Education
 - i. FIT (Satomi / Arroyo) currently at 80% enrollment for the three FIT sessions. Plumas FIT will not be held this year for various reasons, mostly summer camp being held earlier. Discussion of a future FIT session in SoCal.
 - ii. FCD – Kent Kenny is working with Reynaldo on a future FCD session.
- d. Membership (Hanna) – handout. Tamara said SAF 'legacy' memberships are phased out. She reviewed the new membership types, dues structures and other changes such as renewal timing. Suggested Dave post selected information from Leadership Central that most members can't access, such as recruitment resources. Tamara encouraged people to look at the lapsed members list and contacting them personally. J Lopez encouraged chapter chairs to contact lapsed and new members.

12. New Business

- a. 2022 Election results (Rachelle): 38 members voted, unanimous for Karin Linnen vice-chair, Jane LaBoa Secretary, John Bradford Treasurer.
- b. 2022 Cal SAF Meeting Schedule and calendar invitations sent out by Rachelle. Guests are welcome and encouraged to attend EC and BOD meetings.
- c. Tamara brought up new requirements on incorporation and insurance in the Forestry Source.
- d. Jane mentioned the "Camp '70" effort and resulting position paper.

13. Motion to adjourn by Rachelle. 2nd by John Todd. Adjourned at 3:16 PM.