

**SE EPPC Board Meeting**  
Conference Call - August 10, 2005

**Participants**

- Joyce Bender – Vice-President / Kentucky EPPC (Presiding)
- Kristen Allen – Secretary (Recording)
- Tony Pernas – Treasurer / FL EPPC Proxy
- Connie Gray – GA EPPC
- Robin Mackie– SC EPPC proxy
- Jack Ranney – TN EPPC
- Johnny Randall – NC EPPC
- Ben Moore – AL EPPC
- Chuck Bargeron – Webpage Coordinator

May Minutes were approved.

**Treasury Report – Tony Pernas**

- Monies were received for Pensacola and Birmingham Symposiums.
- \$27,920.15 – Current balance
- In September, Tony will get membership numbers from Carry and will send out invoice to states;

Treasury Report was approved.

**Webpage – Chuck Bargeron**

- Everyone likes changes to the webpage; report any necessary changes to Chuck;
- Some state pages need to be updated.
- Chuck began discussions with NBII (National Biological Information Infrastructure) via PJ Neighbors regarding work on regional invasive vegetation distribution maps for posting on the webpage.
  - On July 22: Chris Evans (GIS/Mapping Specialist from UGA), Chuck and several representatives from NBII participated in a teleconference. NBII sees SE EPPC as a good cooperater and would like to work with SE EPPC to expand their current program, which provides distribution maps for the Appalachian region, to the entire southeast region (minus FL and Va);
  - SE EPPC would need to collect the data, then NBII could create and post the maps.
  - Start-up resources will be limited; However, if EPPC can match some money (~\$5000), then perhaps NBII can come up with some money;
  - Chuck has come up with a Mock-up of a reporting form; talked with Brian to do a pilot program in GA and TN to expand from there.

*Discussion of this topic continued:*

Tony – At the last meeting talked about creating a system similar to Florida EPPC, where there would be an on-line submittal sheet, and then interactive mapping software would

geographically show data; We need to take a step back to collect data, then once we have it, cooperate with NBII.

Chuck- ESRI has software that could be used for this purpose; It is fairly inexpensive and could be used through UGA.

Tony- We could just buy the software and put it up on webpage, with interactive submittals to collect the data;

Jack and Tony – Although there may be some instances where data from submittals is incorrect, the majority has been pretty reliable.

Tony and Joyce - We could make the system just for natural areas/public land, to avoid any privacy issues.

Johnny – It would also be helpful to know where things have the potential to invade into natural areas from private land.

Tony and Joyce – We could look into privacy issue; It is possible that since there wouldn't be an address, just GPS coordinates, property owners wouldn't object.

Chuck – Will require an additional time commitment to get the system up and running, and the financial agreement may need to go through UGA instead of Chuck; How does a grant come to a University from non-profit organization?

Tony & Jack – It would just a written agreement; Should be fairly straight forward;

Robin – Would we use point or polygon data?

Jack - Point data is more realistic as most people have units with accuracy of 30-50 feet. But there would be descriptive information about size and density of the populations attached to the point.

***Action Item: Chuck, Jack, Tony and Brian will work to put together a cost estimate/time estimate, and a strategy to get the ball rolling.***

### **Board Members Roles**

- ***Action Item: In the next few weeks, the executive committee will come up with recommendations on the role and duties of board members and will present to committee via email.***
- The minimum requirements will most likely be: Coming to meetings, providing state reports for an emailed newsletter, and participation in various committees to implement the strategic plan.
- It wouldn't have to be one person doing report and coming to meetings, can be any representative from each state.

Jack - Writing out what is required may be helpful in increasing participation from the state board members. Communication between states and SE should be spelled out.

Ben - Also a list of officer duties would be helpful to have access to.

### **Symposium Report- Johnny Randall**

- Symposium will be held at NC Museum of Natural Sciences, Raleigh. There will be no overhead.
- Tentative Date: April 25-27
- It will consist of a whole week of presentations on invasive species within various taxa (i.e. fungi, viruses, bugs, etc.), with one day for field trips and workshops
- Johnny plans to invite those that put together the St. Luis Declaration. They need to meet again, and they could potentially present at the meeting.

### **Strategy to implement the strategic plan – starting with the basics**

- There has been a lot of discussion on this topic, and we need to develop a workable strategy to get us to executive director;
- Board members should look at documents on strategic planning and start thinking about how they can participate.
- Brian was planning to talk to SW EPPC and Tony will talk to CA EPPC (both have executive directors) about funding source, Full vs. Part time (at first, for affordability), etc.

*Discussion on this topic continued:*

Chuck- Part time people with some experience could be found within University systems;

Jack- Rob Turner fits this description;

Robin- We need to put together an outreach and see who is out there.

Joyce- But can only do that once we have a funding source and position description.

Chuck- What kind of person are we looking for?

Joyce- Brian was going to work on a description of what an executive director would do. But needs some fund raising experience. Needs to raise own salary.

Tony/Joyce- put out an announcement and have panel to review applications for the best package;

Chuck- UGA looked for someone similar recently, and did not find many good applicants at the available salary range.

Joyce- It just depends on the job market.

Jack- Does our director position finish developing the Strategic Plan? Or do we work on developing it, and then have director implement it?

Joyce - We need a Strategic Planning committee to begin developing the strategic plan, then the director could have input and tweak it as needed.

Ben- The Director should at least have an outline for the values of the organization; SP should be a dynamic document that can change over time;

Joyce- Could incorporate short and long term goals;

Jack- We need the Executive Director, along with committees to determine our ability to achieve certain goals.

Joyce- Could only offer part time salary for one year, and then the director would raise funds for following years' salary; But need committee to hash out strategic plan.

Tony- Need to do this way before next meeting to move forward. Should send a message out to membership to see who wants to be on strategic planning committee.

Robin- Are we sure we don't want to put our energy into finding a director?

Tony/Joyce- Should have someplace for them to go once they are hired; Don't want to spend money on them doing strategic plan; Need to be organized and have deliverables that they can produce by the end of their first year.

Connie- people have too much to do to serve on additional committees. We should put energy into finding ED, so that they can do the work.

Chuck- Remember there is overhead for benefits, travel, office etc. will be pretty expensive; Do we even have enough money to hire someone for half time?

Joyce- Would like to have someone who is already involved in the field of invasive species.

Connie- Need to be flexible as to location and the applicants will not be as limited as it seems.

Joyce- We also need committee to develop a job description.

***Action Item: Kristen, Connie, Joyce and Chuck have volunteered for the strategic planning committee. Joyce volunteered Jim Miller. Will shoot for Sept. 15<sup>th</sup> for the committee to meet; Chuck will post an announcement for membership to send input to committee or to volunteer to serve on the committee. This announcement will also be sent to GA and FL listservs. Response deadline will be: August 26<sup>th</sup>.***

**Election of new officers (president and vice president for spring - 06)**

Coming up this spring, Joyce and Brian would like to see someone else step up as president and vice-president; and would still participate as past president and Kentucky EPPC.

*Action Item: Board members should be thinking of and looking for potential candidates.*

Next Conference Call: TBA