

TPE Board Meeting
Tue, Jan 16, 2018 7:00 PM - 9:00 PM CST
Minutes

1. Call to Order/Roll Call

Scott Fulton, Jim Rogala, Deanna Pomije, Jerry Newman, Evanne Hunt, David Hamel, Rich Henderson, Jack Kussmaul, Alice Mirk.

Excused: George Howe, Jim Rachuy, Gary Eldred, Caroljean Coventree

Staff: Chris Kirkpatrick, Joe Rising

2. Adopt Meeting Agenda

3. Approve Consent Agenda – ACTION

- Accept minutes of Board & committee meetings

There was a motion by Alice Mirk to approve the Consent Agenda. Jack Kussmaul seconded it. The motion passed.

4. Treasurer's Report – Alice Mirk – ACTION

- Preliminary statement of financial activity through December 31, 2017

Alice Mirk reported on the statement of financial condition. We are pleased with how the end of the year went. We are in good. There may be additional end of the year income. The administration fees are still being calculated. The graphs were reviewed. There is a lot of annual variability, especially with central cash. The projected budget for 2018 looks on target. We are slowly increasing income. We are running very lean. We are doing well with major donors. Compass Club went up 33%. Board giving was low. TPE is fortunate with the Board members we have. We will discuss later if we still need a line item for the Board giving and review our tracking data. Total expenses were decreased. We met or exceeded most of the projections. We are spending money implementing the mission to manage and protect land and this is reflected in our finances. Questions were asked and answered. We had a really good year last year. Our approach is paying off. Thanks to everybody for a job well done.

There was a motion by Evanne Hunt to accept the Treasurers Report through December 31, 2017, Rich Henderson seconded it. The motion passed.

5. President's Report – Scott Fulton

- Chapter visits – UPDATE

Scott Fulton gave his report. Seven chapters have been visited. There is a training module in the Land Management Committee and the chapters are interested in this. The Landowner Services Initiative has received feedback. There will be a survey to document input. There is an idea of pooling chapter assets in a common land protection fund. The Leadership Development Initiative is receiving strong support. Chapters want sustainable leadership. There has been a lot of chapter leadership changes of late. Central Staff may be better termed Chapter Support Staff, this

resonates with most chapters. The financials are looking good and staff is doing a great job showing the numbers. Communication and Outreach is doing well as chapters are focusing on their membership. They want access to their membership data and numbers. We want to really think about membership and how we do this. This relates to staff work plans. We want to replace Timberlake. Communication and Outreach is getting results. Every chapter has a Facebook page now. There are a lot of land protection projects coming up. These are very exciting. The Executive Committee has discussed the next three year Strategic Plan. We won't work on a new one this year as the prior one is still on target. This will be determined later this year, how and what the process will be, especially given all the interest from chapters. The next one may be a significant shift

6. Executive Director Report – Chris Kirkpatrick

2017 year end major donor giving – UPDATE

Chris sent out a list of donors we are tracking. There were 62 transactions. There are interesting trends. There is positive growth. We did really well with these members and want to be in touch with them. It is fun to contact these people and thank them. We have had new Compass Cub donors already this year. Evanne asked about how many major donors did not give. She wants to see how successful she is personally and how effective the process is. What did we do to make these donations happen? This would be nice to know. Rich H. thinks they came on field trips. Statistics are bearing this out and will be shared at the next board meeting. This will be presented to the Fundraising Committee as well.

2018 staff work plans – ACTION

Chris Kirkpatrick spoke to the staff work plans. Joe will continue working with chapters, leadership and liaisons, communications. We will continue to focus on our successes and work off that. Chris and Joe have been working on an integrated communications and fundraising calendar for the year. Chris will keep working with the accreditation process. Chris is working on a dashboard for a snapshot of our financials and data. There are easements wanting to be donated. Alexander and Swenson prairies have been approved by the WI DNR. The core committees are very busy. There will be a migration to a new database this year. We know a lot more about what we will need for chapter interests and central goals.

COMMITTEE REPORTS

7. Finance Committee

2018 budget review – UPDATE

Alice Mirk reported on The Finance Committee. They recommend that the Board should accept the budget as prepared by staff and Winnie. We are very confident that we will be able to meet the projections. We will stick with the budget as passed.

OLD BUSINESS

8. 2018 summer picnic & 2019 winter conference future chapter hosts – UPDATE

Chris Kirkpatrick met with the chapter last week. The MN Driftless Chapter will be hosting it on the July 15th. Prairie Moon may be a site. Evanne Hunt said that the SCVC and CSC will cohost the annual Conference in 2019. The last two times it was at the University of Wisconsin–Stout. They make it affordable with easy access. The Prairie Bluff Chapter intends to take the 2020 conference!

NEW BUSINESS

.Evanne gave an update and request for Auction and Raffle items. Evanne sent out a spreadsheet prior and Joe will send a reminder tomorrow.

OTHER BUSINESS

Adjournment

David Hamel moved to adjourn the meeting and Jack Kussmaul seconded it. The motion carried and the meeting ended at 8:12 p.m.

Respectfully submitted,

Joe Rising
Communications Coordinator

2018 Board Meetings:

Sunday, February 25th 9:00 am at UW La Crosse WI

Tuesday, May 15th 7:00 pm via GoToMeeting

Sunday, July 15th at picnic Minnesota Driftless Chapter to host

Saturday, September 15th at TPE office in Viroqua, WI (time TBD)

Tuesday, November 13th 7:00 pm via GoToMeeting

Tuesday, December 11th 7:00 pm via GoToMeeting

TPE February 25, 2018 Board Meeting
Sunday, Feb 25, 2018 9:00 AM - 12:00 PM CST
University of Wisconsin, La Crosse

Minutes

1. Call to Order/Roll Call

Scott Fulton, Alice Mirk Jim Rogala, Caroljean Coventree, Deanna Pomije, Jerry Newman, Evanne Hunt, David Hamel, Rich Henderson, Jack Kussmaul,. Jim Rachuy.

Excused: George Howe, Gary Eldred,

Guests: Richey Rachuy, Barb Siekowski, Fred Faessler, Rob Baller.

Staff: Chris Kirkpatrick, Joe Rising

2. Adopt Meeting Agenda

3. Approve Consent Agenda – ACTION

- Accept minutes of Board & committee meetings

There was a motion by Caroljean Coventree to approve the Consent Agenda. Rich Henderson seconded it. The motion passed.

4. Treasurer's Report – Alice Mirk – ACTION

- Statement of financial activity through January 31, 2018

Alice Mirk reported that this report is for one month. We are at a healthy balance for the support staff at \$67,000, this includes late donations, renewals, memberships, and sustaining members. We had new major donors in January. We have tighten up our accounting system over the years and we have more clarity regarding our funds. Questions about the finance reports were asked and answered.

There was a motion by Jack Kussmaul to **accept the Treasurers Report through January 31, 2018, Rich Henderson seconded it. The motion passed.**

5. President's Report – Scott Fulton

- Deferred to Strategic Discussion

6. Executive Director Report – Chris Kirkpatrick

- Accreditation – UPDATE

Chris Kirkpatrick thanked the Board for heling to keep things moving forward while he had influenza last week.

We will need to provide the final documentation within 3 month. The board will need to vote on the new conflict of interest policy update. There were questions about the trust; the job description, recruitment, and strategic direction. We need this in by May 10th. We have a template and a documentation requirement.

COMMITTEE REPORTS

7. Land Protection Committee

Chris Kirkpatrick reported that some of these projects are the first projects in these chapters and that is very exciting. The committee has given initial approval of these projects.

☐ Initial Approval of Voss Conservation Easement – ACTION

Caroljean Coventree spoke to this project, its history, site specifics, species, land management history, and present circumstance. This is the first CSC/TPE owned conservation easement. This is a donation and they will put funds in for land management, easement monitoring and legal defense. Mark Leach did the science in the proposal. The chapter will do the land management but not the physical work as there will be funds for this. This property ranked very high. There will be a land management contract along with the easement.

There was a motion by Alice Mirk for Initial Approval of the Voss Conservation Easement, Rich Henderson seconded it. The motion passed.

☐ Initial Approval of Zamora Conservation Easement – ACTION

Rich Henderson spoke to the process and initial committee approval. There will be an oak savanna in the future and grassland bird habitats. It is in the stream and conservation area and ranked well on our scale. The final details are being worked out.

There was a motion by Rich Henderson for Initial Approval of the Zamora Conservation Easement, Alice Mirk on seconded it. The motion passed.

☐ Initial Approval of Rogala Conservation Easement – ACTION

Rich Henderson said this is a significant site with a nice savanna. We want to plan for endowments prior to the approval of private land easements. We are protecting these and they need land management in perpetuity. Not all land owners can donate an endowment too, People pick us because we know prairie. Jim Rogala gave us his thoughts within the chapter recommendation. Jim envisions that he will put money into a fund and it will grow. Jim Rogala recused himself and left the room per our conflict of interest policy.

There was a motion by Jim Rachuy for Initial Approval of the Rogala Conservation Easement, Rich Henderson seconded it. The motion passed.

☐ Final Approval of Natural Land Institute Conservation Easement – ACTION

Jim Newman spoke to this projects, the funds are covered, there is a dedicated site steward and work parties. It is a 3 acre horseshoe shaped property that protects two springs. It is a nice variety as opposed to the dry prairie. This is the purchase of an easement. Chris can talk to LTA about the amount needed for the easement monitoring fund. This project we will **tabled** till we get their input.

☐ Final Approval of Swenson Prairie Acquisition – ACTION

Rich Henderson spoke to this top notch project. This is really a significant property and it is in a hub of activity. There is hope for an endowment fund. Management is underway and includes grants. This is a 16 acres site.

There was a motion by Alice Mirk for Final Approval of Swenson Prairie Acquisition, Caroljean Coventree seconded it. The motion passed.

☐ Final Approval of Alexander Savanna Acquisition – ACTION

Scott Fulton spoke to this transformative project with the St. Croix Valley Chapter. This is a large oak savanna. This will be a focal point with the chapter. We are in conversation with the land owner to establish an endowment.

There was a motion by Jim Rachuy for Final Approval of the Alexander Savanna Acquisition. Caroljean Coventree seconded it. The motion passed.

8. Land Management Committee

☐ Final Approval of Basic Crew Member Training – ACTION

Thanks to Rob Baller for pulling this together. This will be a great tool. There are other options out there too. This will be a board approved training module and following the WI. Prescribed Fire Standards. This course does satisfy the requirements of our burn policy. This is a resource and tool. Chapters are encouraged to use this but are not required.

There was a motion by Alice Mirk to approval of the Basic Crew Member Training program created by Rob Baller. Jack Kussmaul seconded it. The motion passed.

☐ Burn Policy Amendment – ACTION

Chris Kirkpatrick spoke to the policy amendment, per the committee, so that this clause will grandfather in qualified basic crew members. This is at the heart of our burn policy and insurance needs.

There was a motion by Rich Henderson for approval of a modified version of the Burn Policy Amendment (This will be the third bullet and not the second bullet, instead of the current words *crew members*, it will say *individuals*). Jim Rachuy seconded it. The motion passed.

There were additional ideas regarding the wording, they will be referred back the Land Management Committee.

9. Communications, Outreach, & Education Committee – UPDATE

Caroljean Coventree spoke to her notes that she sent to the Board. The sign in sheets need to be sent to Joe. Each Board member should let the field trip leaders know to send this out. We want to keep data so we can evaluate our outreach efforts. We want to have a TPE online library, 101type things, please send that in to Caroljean to go online. There will be a media checklist. There are a number of liaison roles. If you have the time to learn our Tandem Vault cloud storage, please take the training,

OLD BUSINESS

The Strategic Discussion was addressed to some extent above. We will not be able to spend more time on this today. The Executive Committee will keep addressing this. The Board will meet in Viroqua again to address this further too.

NEW BUSINESS

OTHER BUSINESS

Jack Kussmaul moved to adjourn the meeting and Rich Henderson seconded it. The motion carried and the meeting ended at 11:59 a.m.

Respectfully submitted,
Joe Rising
Communications Coordinator

2018 Board Meetings:

Tuesday, May 15th 7:00 pm via GoToMeeting

Sunday, July 15th at picnic Minnesota Driftless Chapter to host

Saturday, September 15th at TPE office in Viroqua, WI (time TBD)

Tuesday, November 13th 7:00 pm via GoToMeeting

Tuesday, December 11th 7:00 pm via GoToMeeting

TPE Board Meeting
Sunday, May 13th, 2018 1:00 PM - 4:00 PM CST
TPE Office, 110 S. Main St
Viroqua, WI 54665

Minutes

1. Call to Order/Roll Call

Scott Fulton, Jim Rogala, Deanna Pomije, Evanne Hunt, David Hamel, Rich Henderson, Jack Kussmaul, Alice Mirk, Stephen Winter, (will abstain from voting today do to an ethics check, re: his roll with the US FWS) Caroljean Coventree, Jim Rachuy

Excused: Gary Eldred, Jerry Newman

Staff: Chris Kirkpatrick, Joe Rising

Guests: Richie Rachuy

2. Adopt Meeting

3. Approve Consent Agenda – ACTION

There was a motion by Jim Rachuy to accept the minutes of Board & Committee meetings. Caroljean Coventree seconded it. The motion passed.

Accept minutes of Board & committee meetings

There was a motion by Jack Kussmaul to accept the minutes of Board & committee meetings. Evanne Hunt seconded it. The motion passed.

4. Treasurer's Report – Alice Mirk

Chris Kirkpatrick gave an overview of the accountant's report, balance sheet, and graphs. We are at 15% of income already this. Central budget performance is doing well. Ron Endres' neckless donations are helping considerably. Membership income renewals are almost doubled over last year. Chapters have seen an increase in donations. There is an increase in individual giving so far year to date. Our approach is bearing fruit.

• Statement of financial activity through March 31, 2018 – ACTION

There was a motion by Alice Mirk to accept Statement of financial activity through March 31, 2018. Rich Henderson seconded it. The motion passed.

2017 audit – ACTION

Chris Kirkpatrick gave an overview and answered questions. We have a good system of checks and balances. Winnie Bade is an independent check in our system. We get dinged annually in one deficiency and that is due to our size as a land trust so that we do not have an accountant audit our accountant. We are getting clean audits and that is impressive given our complexity. The Board thanked Winnie for doing such a good job.

There was a motion by Evanne Hunt to approve the 2017 audit, Rich Henderson seconded it. The motion passed.

2017 IRS Form 990 – ACTION

Chris Kirkpatrick reported we are within industry standards. This was similar to prior years. Evanne asked if we only spend 5 hours a week as Board members on TPE stuff. We may want to track our hours for a real measure. Caroljean will keep track of her board hours for a measure. We will get our forms filed on time without an extension for the first time this year due to timing. The finance committee has been over this.

There was a motion by Evanne Hunt to accept and Form 990, Jack K seconded it. The motion passed.

5. President's Report – Scott Fulton

This was deferred as it will be discussed later in the meeting.

Deferred to Strategic Discussion

6. Executive Director Report – Chris Kirkpatrick – UPDATE

Chris Kirkpatrick reported that the big news was TPE's submission of a final proposal to USFWS to hire an outreach ecologist to work with site stewards and private land owners. This is really a 2019 and 2020 project. We will find out in August. Monarchs are showing up in S.W.I. We don't know what they are eating. The renewals are out and the lapsed members. Renewals are coming in. Donor events are being planned. There are lots of land protection projects this year. Chris is keeping them going, hopefully there will be two closings prior the Annual Picnic. Alice thanked Chris for all his grant application work.

COMMITTEE REPORTS

7. Land Protection Committee

Final Approval of Natural Land Institute Conservation Easement – ACTION

Chris Kirkpatrick spoke to the Briggs Landing monitor funding with the Prairie Bluff Chapter. According to the formula \$1000 is enough and the chapter will put in \$1500 for the legal defense fund.

There was a motion by Rich Henderson for Final Approval of Natural Land Institute Conservation Easement. Jim Rogala seconded it. The motion passed.

8. Accreditation Items:

Revised Conflict of Interest Policy – ACTION

Chris Kirkpatrick reported that he and Jack Kussmaul have worked on this. We have a standard proposal from the Land Trust Alliance and have modified it to clarify our process. We can sign it today.

There was a motion by Evanne Hunt to accept the Revised Conflict of Interest Policy, Alice Mirk seconded it. The motion passed.

☐ Prairie Enthusiasts Trust Agreement Amendment – ACTION

Chris Kirkpatrick spoke to the TPE Trust Agreement Amendment. Chris and Jack consulted on this. There is a questions regarding governance from the LTA accreditation; how to recruit new trustees, and how we are handling USDA funds. The Trust will elect their own trustees. One board members of TPE can be a Trustee, with a term of 5 years, and two per trustees for a total of 10 years. Also, the trust will hold its own revenue and pay expenses against the properties. Rich Henderson will document the bills for work and they will support 100% land management. The Trustees approved this as well as the Executive committees.

There was a motion by Caroljean Coventree to accept the Prairie Enthusiasts Trust Agreement Amendment, Rich Henderson seconded it. The motion passed.

OLD BUSINESS

Chris Kirkpatrick spoke to the LTA accreditation concern of having a deficit of \$4,500 for legal defense. We will need a plan for whatever does not come in this year. We will probably cover most of it with interest this year. He will proceed with his plan and the board approved his approach. There will be a celebration, if we are approved, at the LTA Rally in October.

NEW BUSINESS

OTHER BUSINESS

9. Adjourn TPE Business Meeting for Strategic Discussion

Caroljean Coventree moved to adjourn the business meeting and Alice Mirk seconded it. The motion carried and the board meeting adjourned at 1:40 p.m.

Respectfully submitted,

Joe Rising
Communications Coordinator

2018 Board Meetings:

Sunday, July 15th at picnic Minnesota Driftless Chapter to host
Saturday, September 15th at TPE office in Viroqua, WI (time TBD)
Tuesday, November 13th 7:00 pm via GoToMeeting
Tuesday, December 11th 7:00 pm via GoToMeeting

TPE Board Meeting
Sunday, July 15th, 2018 10:00 AM - 12:00 PM CST
Wiscoy Valley Community Land Co-op
31783 Bur Oak Lane
Winona, MN 55987
Minutes

1. Call to Order/Roll Call

Scott Fulton, Caroljean Coventree, Jim Rogala, Alice Mirk, Jack Kussmaul Deanna Pomije, Evanne Hunt, , Rich Henderson, , Stephen Winter, Evanne Hunt, Gary Eldred, Jerry Newman

Excused: David Hamel, Jim Rachuy

Staff: Chris Kirkpatrick, Joe Rising

Guests: Dan Hazlet, George Howe, Steve Hubner, Sarah Miles.

2. Adopt Meeting Agenda

3. Approve Consent Agenda – ACTION

- Accept minutes of Board & committee meetings

There was a motion by Jack Kussmaul to accept the minutes of Board & committee meetings. Rich Henderson seconded it. The motion passed.

4. Treasurer's Report – Alice Mirk

- Statement of financial activity through June 30, 2018 – ACTION

Alice Mirk gave a report regarding the statement of financial activity. We are doing better than prior years. More members have renewed and we are getting new members, major donors are giving earlier. We are at 39% of income and this shows we are in a better financial position than last year. All the graphs were reviewed and discussed. The conference was less expensive than planned and the Coulee Region Chapter elected to share all the proceeds with central chapter support. We are net ahead by this \$5,000. Central budget performance looks good. Questions were asked and answered. Much money is being spent on our mission.

There was a motion by Caroljean Coventree to accept the Statement of financial activity through June 31, 2018. Jim Rogala seconded it. The motion passed.

5. President's Report – Scott Fulton

- Deferred to Strategic Discussion

This was deferred as it will be discussed later in the meeting.

6. Executive Director Report – Chris Kirkpatrick – UPDATE

Chris Kirkpatrick submitted for the monarch grant and we are waiting to hear about that. This may add a new staff position in our service area. Major donor events are underway and chapters are promoting these. The goal is to get the word out and connect with people, so it is important to make these contacts. The Southwest Chapter event was hot. Donors saw the great projects Gary Eldred has been working on for decades. Everyone on the board is invited to the upcoming donor events. There are 15 land protection projects in the works now. This means lots of added work. Chris needs help and coordination with all this and it may take into next year to complete them. We are at the limit on land protection now. We are prioritizing and working with everyone we can to help out. Gary Eldred said this shows how successful we are becoming.

COMMITTEE REPORTS

7. Land Protection Committee

There are three projects the land protection committee has recommended. There are lots of good projects moving forward.

Initial Approval of Horseshoe Mound Conservation Easement

– Northwest Illinois Prairie Enthusiasts

Northwest Illinois Prairie Enthusiasts has a close relationship with the Horseshoe mound property. They want TPE to hold this easement and renegotiate the entire property easement, so there is already a proven track record. This is a package that comes with financing for land management and protection. This involved cooperation with another organization, the Jo Daviess Conservation Foundation. It is a high profile property. Questions were asked and answered about the existing easement.

There was a motion by Caroljean Coventree for Initial Approval of Horseshoe Mound Conservation Easement. Alice Mirk seconded it. The motion passed.

Initial Approval of Ellis Conservation Easement – Glacial Prairie Chapter

This is an easement similar to the above project, where the easement fits our mission, there is some remnant savanna with nice restoration potential. The parcels were discussed and there is a current easement that needs to be assigned to TPE from the present easement holding land trust. The owner has recently passed on. He made a large contribution for management. The present land trust may not be taking care of the property as they should. The Glacial Prairie Chapter is supportive and will have volunteers to work, monitor the easement, and direct the work plan. Gary Birch from Empire Sauk Chapter is also very interested in it as it is near Dane County. The Chapter is happy to accept this in fee and there is a two year window to figure out the purchase of the property. There are 8 acres not in the easement. There is a goal to include the 8 acres of restored oak savanna that is not protected. The Savanna has been worked on and is high quality. The two chapters can collaborate on this. This is a beautiful project.

There was a motion by Gary Eldred for Initial Approval of the Ellis Conservation Easement and to accept the current easement. Jerry Newman seconded it. The motion passed.

□ Initial Approval of Addition to Parrish Savanna – Empire-Sauk Chapter

Rich Henderson is working on the ranking criteria. One goal is to make it easier to burn the savanna. Also, since it is 38 acres, 4 more acres makes it more viable as grassland bird habitat.

There was a motion by Caroljean Coventree for Initial Approval of the Addition to Parrish Savanna, and authorizing the pursuit of State Stewardship funds, and Dane County funding as well. Alice Mirk seconded it. The motion passed.

OLD BUSINESS

The September Board meeting date will be Thursday, September 20th by phone and GoToMeetings. The Leadership retreat is September 29th at the Kickapoo Valley Reserve.

NEW BUSINESS

Caroljean Coventree requested chapter leadership to remind field trip leaders to fill out the participant sign-in forms so data can be analyzed regarding the field trips. We can also post blank field trip sign-up sheets on the website. Pass these on to the Communications Coordinator.. Also, please contribute to the Prairie Resource 101 library. Send info to Caroljean to be vetted, Jim Rogala will put it onto the website. PowerPoints are welcome. We want a great resource library on-line. This will help with reference calls to the office.

OTHER BUSINESS

8. Adjourn TPE Business Meeting for Strategic Discussion

Jack Kussmaul moved to adjourn the business meeting and Caroljean Coventree seconded it. The motion carried and the board meeting adjourned at 10:46 a.m.

Respectfully submitted,

Joe Rising
Communications Coordinator

2018 Board Meetings:

September Business Meeting Sept. 20th 7:00 PM via GoToMeeting

Board & Chapter Leadership Mtg. Sat. Sept. 29th Kickapoo Valley Reserve 10:00 AM – 4:00 PM

Tuesday, November 13th 7:00 PM via GoToMeeting

Tuesday, December 11th 7:00 PM via GoToMeeting

TPE September Board Meeting
Thu, Sep 20, 2018 7:00 PM - 9:00 PM CDT
Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/965027013>
You can also dial in using your phone.
United States: +1 (571) 317-3122
Access Code: 965-027-013 First GoToMeeting? Let's do a quick system check:
<https://link.gotomeeting.com/system-check>

Meeting Minutes

1. Call to Order/Roll Call

Scott Fulton, Caroljean Coventree, Alice Mirk, Jim Rogala, Jim Rachuy Jerry Newman, , Evanne Hunt, Gary Eldred

Staff: Chris Kirkpatrick, Joe Rising

Guests: none

Excused: Jack Kussmaul, Rich Henderson, Deanna Pomije, David Hamel, and Stephen Winter.

2. Adopt Meeting Agenda

3. Approve Consent Agenda – ACTION

- Accept minutes of Board & committee meetings

There was a motion by Jim Rachuy to accept the minutes of Board & committee meetings. Jim Rogala seconded it. The motion passed.

4. Treasurer's Report – Alice Mirk

- Statement of financial activity through August 31, 2018 – ACTION

Alice Mirk reported on the statement and money available for operations that there are more dollars available through release from restrictions and the 5% admin fee from restricted income. Also the summer renewals have been coming in and are not reflected in this report. Things look standard for this time of year. We have over 7 million in land and assets, as the easements in the future are expensed and not added to the land assets. It was clarified that some past easement are included in the land and improvement assets. The income graphs are looking good, the Compass Club is doing well. We are paying for extra things within web-hosting that we are not using or have not started using it yet, this is about \$1,000. So expenses are over budget due to year to year rises in costs. The finance committee is keeping an eye on this. Travel and gas is up due to land acquisition meetings around the state, and maintenance on the car is also needed. Printing cost are up do to layout of the newsletter. Chapters are all doing well, overall there was an increase of \$17,000 in land management costs, which Winnie believe is a good sign of implementing our main mission area.

There was a motion by Gary Eldred to accept the August 2018 Treasurers Report. Evanne Hunt seconded it. The motion passed.

5. President's Report – Scott Fulton

Deferred to Strategic Discussion

6. Executive Director Report – Chris Kirkpatrick – UPDATE

Chris reported on his work with Gathering Waters and re-authorizing the WI DNR Stewardship Program. Currently the WI DNR has included re-authorizing the Stewardship program in its 2019 budget request to the Governor's office. Chris is very busy with all our land protection activities through the end of the year. Things are coming together for 3 conservation easements and two land donations through the end of the year. Staff is also sending out one more round of renewals and is beginning to prepare for the year end appeal.

COMMITTEE REPORTS

7. Land Protection Committee

Initial Approval of Meinert Land Donation – Prairie Bluff Chapter

Chris Kirkpatrick reported that Nick Faessler has been working on the Meinert Prairie for 30 years. It is a property located in Illinois, and criteria-wise the remnant is small but quite diverse. The species list is fairly diverse and the Prairie Bluff Chapter is in support of accepting the donation of land and pay for the surveying costs. Their attorney is awaiting our motion in order to move forward. It is expected to come back to the Board for final approval before the end of 2018.

There was a motion by Jim Rachuy for Initial Approval of the Meinert Land Donation. Jerry Newman seconded it. The motion passed.

Final Approval of Skinner Prairie Land Donation – Prairie Bluff Chapter

This Skinner Prairie is a remnant of a larger prairie owned by the Freymiller's. Initial approval for this project was given in July 2014. They are now seeking to donate the property to TPE with a no hunting restriction and for a pet cemetery to be maintained. This is a nice prairie with good documentation and history. Due to the no hunting there cannot be a stewardship money involved. This stipulation does not impede the chapter's ability to steward the property.

There was a motion by Jerry Newman for Final Approval of the Skinner Prairie Land Donation. Gary Eldred seconded it. The motion passed.

OLD BUSINESS

8. Accreditation Statement of Findings – REVIEW

The Commission gave us some high marks for our manuals and volunteer approach. Chris Kirkpatrick reported on the questions of what we are being asked to do in the next five years or prior to our accreditation renewal. We need to be careful with how we receive cash for land purchases, and how to specify that there is no and not quid quo pro from the donor in return for

TPE's purchase of their property. We need language in the acknowledgment letter to more clearly state how the transaction came about. Moreover we should simply avoid this type of situation and if so, clarify that the money donated went towards the land that we purchased from the donor.

The trust is holding property for the USDA conservation programs. The question is if there is enough separation between TPE and PE Trust. Currently PE Trust can't enroll more land in the USDA conservation program until there is a determination that we are complying with their rules. Chris will get a copy of the relevant rules from the State of WI USDA.

Item 5 may have been inconsistent with IRS Rules. It seems that it would be easiest to consider having TPE's Board approve the Trustees. Legal defense costs are now part of our standard operations in giving final approval for land transaction projects. Staff will continue to improve implementing this as part of all projects and be sure it is agreed to by the chapter. This should be part of the process and the land protection committee should adopt this prior to recommending final approval.

NEW BUSINESS

OTHER BUSINESS

9. Leadership Retreat – Discussion

Scott Fulton spoke to his presentation that was sent to all Leadership Retreat attendees beforehand. We want to begin the process to engage the chapters in the strategic planning process directly from the bottom up. We are focused on engaging people in the process itself and getting people together. The next step is for our chapter visits by Chris Kirkpatrick and Scott Fulton to engage the chapters in a facilitated discussion in the strategic issues for the specific chapters. We will have a really good representation with younger people and people new to the process at the Leadership Retreat. We have also invited landowner members to represent that aspect of TPE as well. We should make an effort to hear the voices and concerns of our landowner members. We don't know how we will respond to these as yet in our strategic planning process but it is agreed it is an important topic to be considered and addressed.

10. Adjourn TPE Business Meeting for Strategic Discussion

Jim Rogala moved to adjourn the business meeting and Gary Eldred seconded it. The motion carried and the board meeting adjourned at 8:32 p.m.

Respectfully submitted,

Joe Rising

Communications Coordinator

2018 Board Meetings:

Leadership Retreat September 29th Kickapoo Valley Reserve 10:00 AM – 4:00 PM

Tuesday, November 13th 7:00 PM via GoToMeeting

Tuesday, December 11th 7:00 PM via GoToMeeting

TPE November Board Meeting
Tue, Nov 13, 2018 7:00 PM - 9:00 PM CST

Minutes

1. Call to Order/Roll Call

Attendees: Scott Fulton, Caroljean Coventree, Alice Mirk, Rich Henderson, Jerry Newman, Evanne Hunt, Stephen Winter.

Staff: Chris Kirkpatrick, Joe Rising

Guests:

Excused: Jim Rogala, Deanna Pomije, Jim Rachuy, David Hamel, Gary Eldred

2. Adopt Meeting Agenda

3. Approve Consent Agenda – ACTION

- Accept minutes of Board & committee meetings

There was a motion by Rich Henderson to accept the Minutes of Board & committee meetings. Alice Mirk seconded it. The motion passed

4. Treasurer's Report – Alice Mirk

- Statement of financial activity through October 31, 2018 – ACTION

Alice Mirk and Chris Kirkpatrick reported on the October Statement of Financial Activity. The money that is being released at this time will put Chapter Support in the red. This time of year we are typically short on cash. We are on track and ahead of last year, so prospects look good. The report graphs were reviewed. Our financial management is working. Questions were asked and answered. The operating budget report was reviewed. The chapter budgets were reviewed. Chapters are implementing our mission as seen in the land management funds. We have closed on two land acquisitions this year and three more are in the works.

There was a motion by Rich Henderson to accept the Financial Report through October 31, 2018. Caroljean Coventree seconded it. The motion passed.

- Request to withdraw the 4% earnings from the legal defense and easement monitoring funds - ACTION

Chris reported this request is according to the 2018 budget and TPE financial policy. As this is from the Trust, we want to have a formal motion to approve the taking of these funds. This should be a permanent policy and is perfectly normal. The Finance Committee recommended this to the Board.

There was a motion by Caroljean Coventree to make this a permanent withdrawal ever year and that we do so this year - to withdraw the 4% earnings from the legal defense and easement monitoring funds. Alice Mirk seconded it. The motion passed.

5. President's Report – Scott Fulton

Chapter visits

Scott Fulton gave a report regarding TPE strategic planning and the 2020 vision. This was discussed with Chris Kirkpatrick and David Allen. A strong suggestion from David was to make a major effort to solicit a broad set of inputs and use a focus group format. This would be geographically focused on different constituencies. Chris and Scott would put time and effort into the focus groups instead of the usual chapter visits. This will cross and combine multiple chapters. This was requested at the leadership summit too. This plan is a guide and the lifeblood of the organization. We are considering the hire of a half time administrative person or we will have to delay land protection or forgo other things. Scott mentioned that at the Parish Savanna there was a suicide. The ATC energy line process is ongoing.

6. Executive Director Report – Chris Kirkpatrick – UPDATE

Chris gave a report on Rally, the TPE workshop, and the Accreditation certificate that Jack received. We got a lot of good training out of this. The annual appeal is going out tomorrow. There are about 1400 letters. The Fundraising Committee suggests this process along with focusing on major donors, their packets will go out tomorrow too.

Chris asked for a motion regarding the transfer of stock and how there is a need for more info by the company. They need proof of corporate signing authority and a letter authorizing the sale and liquidation of the stock.

There was a motion by Evanne Hunt authorizing Scott and Chris as signing authorities and to give them authority to authorize them to liquidate stock and transfer it to TPE. Rich Henderson seconded it. The motion passed.

COMMITTEE REPORTS

7. Land Protection Committee

Final Approval of Meinert Land Donation – Prairie Bluff Chapter

Rich Henderson gave an update on the small but high quality remnant that the Prairie Bluff chapter has been working on for 30 years. TPE will be covering some of the costs and legal defense will be coming from the chapter. The NIPE knows about this and is supportive. There may be a few closing costs that the chapter will cover.

There was a motion by Jerry Newman for Final Approval of the Meinert Land Donation. Alice Mirk seconded it. The motion passed.

Initial Approval of Van Haren Planned Giving Land Donation – Empire-Sauk

Rich Henderson gave a report regarding the project. It is in the Erbe grassland area. This is a new process to approve an estate gift along with holding the property. This is an initial approval and things may change in time. We are supporting taking on the project as proposed as it fits our criteria.

There was a motion by Evanne Hunt for Initial Approval of the Van Haren Planned Giving Land Donation. Rich Henderson seconded it. The motion passed.

OLD BUSINESS

8. Accreditation items – DISCUSS

- USDA conservation payments with TPE and PE Trust

Chris gave a report and update. We looked closer at USDA rules regarding payments and paragraph 176, which describes related entities. This paragraph shows that one entity can not be too closely related to another entity and this may be the case with TPE and the Trust. We have two tax id numbers but are related organizations. There is a proposal in the current farm bill to increase the cap to \$100,000 or \$250,000. The Finance Committee, The Trust, Jack Kussmaul, and the USDA will consider this further. The Executive Committee will report back to the Board on this.

- Amendment to Trust Agreement for PE Trust's charitable status

We want to show separation between the Boards and so we may need to explain administratively how TPE oversees the trust. There is a need for a trustee development procedure. There may be a recommendation for a change to the trust agreement. If so, this will be presented to the TPE Board in December.

NEW BUSINESS

We will need to propose a slate of 2019 Board meetings. Chris will take a look at dates.

OTHER BUSINESS

Rich Henderson moved to adjourn the meeting. The motion carried and the board meeting adjourned at 8:32 p.m.

Respectfully submitted,
Joe Rising
Communications Coordinator

2018 Board Meetings:

Tuesday, December 11th 7:00 PM via GoToMeeting