

Minnesota Dragonfly Society

Meeting Minutes

January 19, 2017

I. Call to order

Angela Isackson called to order the regular meeting of the Minnesota Dragonfly Society at 6:30pm on January 19, 2017 at The Wedge Table, Minneapolis.

II. Roll call

Barbara Anderson conducted a roll call. The following persons were present:

- Jacki Morrison
- Ami Thompson
- Angela Isackson
- Barb Andersen
- Curt Oien
- Cathy Perkins
- Ron Lawrenz
- Mark (?)
- Crystal Boyd
- Jenn Gillen

III. Approval of minutes from last meeting (12/15/16)

Barbara Anderson The minutes were approved as reviewed. Ami moved, Ron seconded. Passed.

IV. Open issues

- a) Meeting Locations – Thursday evenings at Wedge Table have become difficult for a few board members. Ami will try to find a different place to hold board meetings on Tuesday evenings.
- b) Reviewed “Wait – Why Am I Talking?” guidelines to be efficient in meetings
- c) Review of agenda – items listed as Education Committee should read Event Committee
- d) Treasurer Report: \$5,781.57 current balance, pending Crystal cashing her check \$1,437.50 and \$700 check to deposit. Crystal would like to double-check some of the numbers in the Treasurer’s Report with Jenn. They will make corrections if needed.
 - Budget for next year (first year): Angela and a few other board members will work with Jenn.
- e) Taxes: John has prepared them before; with the grant do we need an independent professional to prepare? Look at possibilities. Crystal will check with Golden Valley Historical Society.
 - Will need another audit after taxes.
 - Curt brought up state filing regarding incorporation; Curt did the initial and will give the info to Jenn regarding filing form 990-EZ

f) Annual Meeting

- MDS intern Peter is working with Ami. He is contacting Ron about set-up logistics and opening early for volunteers to assist in set-up and clean-up
- Peter will confirm volunteers by email
- Reimburse Peter for Hmong spring rolls made
- Honorary Lifetime Membership Award: Ami will present Kurt Mead with plaque and certificate
- Silent Auction: ok to bring something to meeting
- Food: pass around sign-up sheet
- Save the Date cards – some with bad addresses; they were returned to Warner Nature Center and were given to Angela
- Agenda for annual meeting discussed; Peter will email to Angela
- Research for 2016: give to Ron for presentation at annual meeting
- End of year numbers: total hours being collected by Angela. Reports still needed for some 2016 events

g) Board Member Changes: Kurt and Arne are stepping down; Barb is being added.
There is one more available two-year spot, not officer

h) Grant Report (Crystal Boyd)

- Second draft due January 22, 2017. April due date. Shawn is working on the database
- We need committee or lead to push the project ahead; one to do the data (Shawn?)
- Next step is a meeting focused on the Minnesota Historical Society Legacy Amendment Grant for Curation
- Second Ecofootprint grant for 2018 and 2019; application available—Ami is working on it. She met with Mitch and Curt to review the questions, proposing slight increase in scale compared to first grant (i.e. different sites, different times of year, increase helicopter budget). Contractor costs were higher than anticipated. More funds may be requested for a videographer as well.
- Considering making two presentations: one to the Dragonfly Society of the US, research data and marketing. This would be based on the success of last year and integration of other databases.

i) Board Bios – give to Ami if there is not one for you on the website

j) Events Committee Report:

- Meetings are held in “non-flight” season
- October meeting: Amy Jo Forslund, Tamarack Nature Center wants to join up with us and be more involved. Melanie Harding attended from Tamarack. Barb Andersen is the new co-chair to share the work and provide a smooth transition when Jacki steps down.
- Wiggio – working on organizing folders and will continue to do so as they are uploaded using a checklist we developed to make sure everything is included for

each event, some events are missing some documents like worksheets. We will continue to setup files for 2017 events on Wiggio.

-Checklist to make sure everything is included and stored in a standard order. -

Where to put pictures: event folder can include pictures along with data sheets and forms filed by event by year.

-Wiggio may still be available, Angela looked at Bitrix but, if Wiggio shuts down will have to change to something. Google drive was discussed as a replacement: Ami will research but Jackie says it is not urgent right now.

-Backup system needed: Suggestions were hard drive, dropbox account, carbonite, iCloud; send info to Angela

-Event Kits: Crystal has one, Ami has 2 nets, Jacki one kit, Curt one kit

-Jan event committee meeting: picking a date to go over kits, invite all those interested

-Decontamination kits used for surveys only: Jackie and Curt have one

-Bleach, Acetone, Alcohol: Must keep entirely separate

-Ron has some nets to give us, Angela has two golf bags, Jackie has her own kit and will allow MDS to use it. Curt knows of nets we can get

-Field Kits and Education Kits

-Volunteer coordinator position is still open; may be brought into Events committee

-Event policy - one page document is needed: was on fall lists, Jackie has sample from Warner Nature Center

-Table cloth- Amy will talk to Kiah. Can they be washed? they are muddy on bottom. Jackie check with the vendor. Put plastic over tablecloth or under table to keep clean?

-Banners?

-Update on events

-Warner Bioblitz will be June 10 to avoid conflict

-July 15 will be the MN Rovers event

-MDS website has all events on the calendar; use this for reference

V. New business

a) Policy on expenses needed: Payment for talks/ workshops; if representing MDS, check should be made out to MDS, MDS write check to volunteer for expenses like gas or mileage. Develop a response form for when people ask MDS for presentation/workshop to include question about payment to MDS for doing it: Crystal will mock up a form

b) Research committee meeting will be held sometime after the annual meeting (Curt)

VI. Adjournment

Angela Isackson adjourned the meeting at 8:00pm. Mark moved to adjourn, Ron seconded.

Minutes submitted by: Barb Heenan Andersen, transcribed by Kiah Brasch
Minutes approved by: Angela Isackson