



Minnesota Dragonfly Society Board Meeting Agenda & Minutes

11-16-23

6:45-8:00pm (6:30 social time)

Zoom link: <https://us06web.zoom.us/j/83220310735?pwd=aTUzc29xYSs5dmlnZHp4Z1JlUdHRXdz09>

Gathering of members & guests

- **Current board members:** Leah Darst, Kat Dickerson, Dave Doyle, Jeff Fischer, Ron Lawrenz, Kurt Mead, Mike Moen, Cathy Perkins, Dianne Rowse, Emily Schilling
- **Quorum:** 5+ people
- **Attending board members:** Dianne, Leah, Mike, Perk, Emily, Dave, and Jeff
- **Attending guests:** Curt Oien
- **Called to order:** 6:45 pm by Leah

Previous meeting minutes

From board meeting held on: Oct. 24, 2023

- **Approval:** Mike moved, Jeff seconded; approved by all
- **Notes & actionables from Sept. meeting:**
- Need all members to email Perk a list of MDS items in their possession
 - Leah, Emily, & Curt still need to
- Curt Oien to contact Barry about database
 - will do tomorrow
- Mike will ask Angela Grill if she has any MDS items.
- Leah & Mike plan to sort through old MDS files and organize.
- Annual meeting:
 - Perk- flyer and Facebook post
 - Emily- Google form for meeting RSVP; capacity in-person is 50 at Dodge Nature Center; ask how people heard about meeting
 - We have 69 paid members now.
 - Jeff- Zoom meeting & registration
 - Leah will send Jeff Zoom login info. for annual meeting.
 - John Arthur will be doing the Zoom meeting management.
 - Leah- blog, auction request letter, & to-do list; Leah uses the @info email address.
 - **To Do: Figure out how to send and who will send Zoom link to meeting participants.**
 - Perk- edit flyer from the 2023 meeting; this is located in Google drive.
 - Kat- auction request letter & "Annual Meeting Volunteer jobs" spreadsheet- done, ready for us to fill in

Treasurer & committee reports

- **Treasurer (Perk):** see attachment A; Perk paid the deposit to Dodge Nature Center
 - Dave moved to accept the Treasurer's report; Mike seconded; approved by all.

- **Research (Emily, Ron, Kurt, Curt, Barry?):** no update
- **Communications (Perk, Leah):** no update
- **Outreach (Leah, Perk, Marti):** received first request for 2024 (April 20 in Mankato); see Leah's recent email. Possible volunteers: Kat, Jeff, Leah; need lead person

Other business

- **Annual meeting (Leah)**-Please delete Leah's Dodge Nature Center email address.

-Dave- Ami Thompson will be our keynote speaker!

-Emily and students will speak.

-Ron will do his ever-popular year-end research review.

-Schedule: Jeff suggested to let speakers know how much time they have, and stick to it.

-Consider also the participants on Zoom, and make any break time short.

-Full day room rental is \$1,000; half day is \$425; hourly rate available if we want to extend the half day.

-Alcohol is allowed, but make it BYO. Jeff advised against MDS providing the alcohol (liability).

-Discussion about the length of the annual meeting (from 12:00 to 4:00). Schedule fills it up.

-Stick with 12:00-5:00 room rental.

- **Keynote speaker fee (Perk)**

-Raise keynote speaker fee? Perk suggested:

*\$300 initial offered as speaker honorarium

*airline ticket costs about \$400

-Jeff- There are laws regarding stipends greater than some amount (\$500?) must be claimed on recipient's taxes, and MDS would have to produce a 1099 tax form. Treasurer would have to do this.

Consider offering keynote speaker \$499 or less: maybe \$475?

-Dianne will save this information in a separate document for future reference. Also see Attachment B.

-Leah moved and Jeff seconded a motion to **pay the keynote speaker \$300 plus up to \$175 more for travel expenses (using the current federal mileage reimbursement rate for driving)**. Motion approved by all. The federal rate is 65.5 cents per mile currently. We'll require proof of travel expenses in the form of receipts.

-Dave will offer this payment to Ami Thompson.

- **Summer gathering (Emily)**

-Emily: Itasca Biological Station is not available June 14, 2024. The Wisconsin Dragonfly Society has its meeting about June 9-11, 2024, and we don't want to conflict with that. Jeff said the WDS meeting shifts around each summer, so it may not conflict in 2025. August is open at Itasca; MDS Gathering could be combined with outreach at Itasca State Park. August is the time for mosaic Darners, Clubtails Subarctic, Zigzag Darners, and more. Aim to reserve at Itasca in 2025, the second weekend in June.

-Emily will look at the Itasca calendar. Lodging and dining options, and bag lunches available.

-\$50 per night per bunkhouse, men's and women's; no camping at station (bear); State Park camping books up early.

-Emily will be the Group Coordinator for MDS to stay at Itasca. MDS will get invoiced for group stay.

Timing to reserve: Soon! **Emily will email us with more information.**

-Another option is to reserve a group camp at Itasca; reservations taken maybe 6 months prior?

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- Board positions & terms (Leah)- See: [X MDS BOD + Assistants history.xlsx](#)

-Leah asked who on the Executive Committee is willing to return in Jan. 2024. Leah (Pres.), Dave (VP), Dianne (Secretary), and Perk (Treasurer) all are willing to return for 2024.

-All who currently have terms that expire soon agreed to run for another 2 year term (for 2024 and 2025). Discussion of Executive Committee positions being voted on after the Annual Meeting, for 1 year terms.

-Reach out to new people to be on the Board!

*Next meeting: Dec. 14, 2023, 6:30 to 8:00 CST (6:30-6:45 social time)

Adjournment

- 8:05pm- Jeff moved to adjourn, Mike seconded; approved.

To do list (actionables)

- Figure out how to send and who will send Zoom link to meeting participants.
- Emily will email us with more information about an August date at Itasca.
- Dianne will save the keynote speaker payment details in a separate document for future reference.
- Reach out to new people to be on the Board!

Attachment A- Treasurer’s Report, Nov. 14, 2023

Treasurer Report by Cathy Perkins for November 2023

Date of Report: November 14, 2023

Checking Statement

Account balance: \$13,479.04

Available balance: \$13,479.04

Deposit: \$65.00 [\$13,958.81-\$119.77(credit card)-\$425 (ck for Dodge NC) + 65 (deposit)]
(Hats\$0+Memberships\$15+Donations\$50=\$65)

Pending transfers \$0.00

Future transfers \$ *
12/31/2023. USPS

*Renewal of USPS PO Box is due

does not allow payment greater than 30 days
ahead of the due date.

Central Bill Account Statement

Total line of credit \$10,100.00

Available credit \$10,100.00

Statement balance due \$0.00 (Due 12/4/2023)

Credit card purchases: none

Donations in honor of Scott King remain at \$3,000.00.

Attachment B:

Annual Meeting keynote speaker fee

The Minnesota Dragonfly Society Board approved a motion on 11/16/2023 to pay the Annual Meeting keynote speaker \$300 plus up to \$175 more for travel expenses. We'll use the current federal mileage reimbursement rate for driving. Proof of travel expenses are required in the form of receipts.

Note: The current federal mileage reimbursement rate is 65.5 cents per mile.