



**Board of Directors Agenda
Texas Aquatic Plant Management Society
March 6, 2024
10:00 am
Virtual Meeting**

Meeting was called to order at 10:04 AM

In attendance:

Haley Kokel
Kristina Tolman
Olivia Lopez
Kanyan Klein
Levi Sparks
Ryan O'Hanlon

Wayne and Anthony could not attend.

1. Treasurer's Report- Levi Sparks

- a. Current financial status
 - i. Projected 2024 Costs
 - 1. New Braunfels Civic Center \$2,150.00
 - a. \$250.00 + \$900.00 deposit paid
 - ii. Taxes to be submitted
 - iii. Form submitted 501(c)3 replacement determination letter
 - iv. Paypal as a method for accepting payments
 - 1. Ryan motioned to use Paypal for registration
 - 2. Levi seconded the motion
 - 3. Everyone was in favor
 - v. Apply for Texas exemption from state sales tax
 - 1. \$20 to file taxes
 - 2. Tax deadline May 15th

2. Committee Nominations and Reports

Names of Members who are selected to help on the committee will be sent to committee chairs.

a. Auditing

- i. Committee Chair: Levi Sparks
- ii. Chairpersons: Wayne Bryd
APMS Scholarship

Ryan motioned to approve any purchase outside of normal business purchase equal to or greater than \$300 is no vote.

The motion was seconded by Levi

Everyone was in favor of the motion

Ryan motioned to approve \$500 to give to the Michael D. Netherland Scholarship
Kristina seconded the motion



Everyone was in favor

b. Membership and Publicity

- i. Committee Chair: Oliva Ybarra Lopez
- ii. Chairpersons: Haley Kokel

New avenues for membership

Olivia is going to reach out to professors and have our newsletter printed and ready to hand out

Get website up and running and then push membership and involvement after the website has been up with no errors

Potentially have membership fee separate or together with conference fee

Connected with several students at TCAFS

Remember to follow up with new entities after initial email blast

c. Nominating

- i. Committee Chair:
- ii. Chairpersons: Olivia Ybarra Lopez

When closer to the meeting, highlight positions needed and description on social media etc.?

Need to fill one board member position. Ryan is going to reach out to a potential candidate



d. Program

- i. Committee Chair: Olivia Ybarra Lopez
- ii. Chairpersons: Haley Kokel

1. Program

1. 5 CEU Credit Hours

Nathan Harmes available as long as corp meeting does not interfere- check back in

summer

Tiffany Lashment not available

Brittany Chesser offered to lead panel on public perceptions

Have not heard back from Monica/John, Trent, Brent - Follow up once website published

Other Ideas

2. Professional Development

- a. Tour of Landa Lake, Spring Island, Headwaters at the Comal
- b. GIS Tutorial - field application
- c. Plant ID
- d. Best veg Management Practices

e. Governmental Affairs

- i. Committee Chair:
- ii. Chairpersons: Kristina Tolman, Levi Sparks

f. Awards, Scholarship, and Scholastic Endowment

- i. Committee Chair: Haley Kokel
- ii. Chairpersons: Kristina Tolman, Levi Sparks

Carlton approved AERF sponsoring student presenters

Scholastic Endowment with money in CD- Levi to report at next BOD meeting

Update Student Flyer to be sent out - Last years in Canva

Update Student Scholarship App, Best Presentation Info, Reimbursement info

Make Google Doc for scoring presentations

g. Site and Local Arrangements

- i. Committee Chair: Kristina Tolman
- ii. Chairpersons: Olivia Ybarra Lopez, Haley Kokel

Banquet at Krause Cafe

List of Best Hotel Options

Update/make meeting Flyer- last years in Canva

h. Editorial

- i. Committee Chair: Ryan O'Hanlon
 - ii. Chairpersons: Olivia Ybarra Lopez
- Fantastic Newsletter sent out on Feb 28!



i. Website

- i. Committee Chair: Haley Kokel
- ii. Chairpersons: Kanyan Klein
 - Ryan moved that the TAPMS BOD spend \$378 plus tax for a 3 year website subscription through Wix, followed by the price change of \$756.00 to renew for another 3 years.
 - Oliva seconded.
 - Motion passed
 - Wix Plan Purchased, will link to domain (www.tapms.org) soon!
 - Any Website Edits?
 - Edits for mobile should be complete
 - Updates needed: Sponsor Advertisements- will follow up this week
 - Any need to pay web designer for SEO or review of design/formatting? Everyone agreed not at this time

j. Sponsorship

- i. Committee Chair: Wayne Byrd
- ii. Chairpersons: Anthony Walker
 - Sponsor Chart Update
 - Add something about social media recognition?
 - Removed "signs at lunch, reception, banquet" from meeting ticket description
 - Sponsor Solicitation Letter
- iii. Fundraiser at Meeting
 - 1. Steven Bardin agreed to live auction
 - a. Get some more valuable items for this
 - i. 5 at most depending on what we do for the other fundraising aspects
 - ii. At TCAFS framed prints were live, some items like handmade artwork, knives silent to live auction and did well
 - 2. Rifle/Shotgun raffle (deck of cards)
 - a. Have not requested quote, but concerns are that they cannot leave with item. Will have to be returned to gun dealer then shipped.
 - b. Could Still do one item as card raffle
 - c. Ask TPWD to help with acquiring discounted rod?
 - 3. Raffle
 - a. Smaller ticket items for raffle - but pull all tickets at banquet and make clear in meeting info!

k. Social Media

- i. Committee Chair: Haley Kokel
- ii. Chairpersons: Kanyan Klein



3. 2024 Meeting Registration

- i. Use Wix for Registration
 - 1. Do we incur processing fee or pass off to registrants? **Pass off to registrants if possible**
 - a. Ex. \$5 on \$200 registration, \$75 on \$3000 sponsorship, does not include paypal processing fees. May be different once we have a payment plan set up and only charging through paypal.
- ii. Set registration price to cover meeting costs and any sponsorships are extra money, no longer use sponsorship money for meals, etc.
- iii. Banquet Guest only ticket- **Make sure price reflects prices of presidents reception and President's banquet**
- iv. Price of Tour Only ticket- **Price at enough to cover lunch and headwaters tour if there is a fee**
- v. Ticket policy- not needed on ticket
 - 1. Need to have sponsorship with multiple attendees included, have information state how many attendees included and be able to get the name of attendees listed.
- vi. Open Dates and Deadlines

Item	Start Date	End Date
Conference Registration		
Abstract Submissions	When website complete	October 1
Early Bird Registration	When website complete	October 1
Regular Registration	October 2	Novmeber 12
Student Scholarship	When website complete	October 15
Sponsor Registration	When website complete	October 15
Registration Refunds	July TBD	November 1
CEU Paperwork Due		November 5
Conference	November 11	November 14

4. Old Business

- a. TAPMS Annual Conference SOP Manual
- b. Bylaws- going to keep a running list in every agenda
 - i. **Need to revote to amend BOD position to 3 years**
 - ii. **Amend membership to start at meeting rather than calendar year**
 - iii. **Remove the Past President's Advisory Committee?**
- c. **2025 Joint TAPMS and MidSouth Meeting**
- d. **Haley, Olivia and other interested BOD Members coordinate with Brittany and MidSouth BOD for planning**
- e. **Reach out to Brittany about what needs to be done for members to earn CEU credit at the 2025 meeting.**



5. New business

- a. New Board Member Recommendations
- b. Brittany Chesser requested that her Aquatic Vegetation students display plant posters at TAPMS
 - i. 10-15 students infographics each about id, management, and or ecology of a specific plant
- c. New Resource:
<https://www.mdeq.ms.gov/wp-content/uploads/2023/10/Southeastern-Aquatic-Plants.pdf>

6. Next Board Meeting

- a. May 1, 2024 10:00am

7. Adjourn