



**Board of Directors Agenda
Texas Aquatic Plant Management Society
February 22, 2023
Virtual Meeting**

Members include: Kristina Tolman, Haley Kokel, Thomas Decker, Casey Williams, Kellie Duffie, Anthony Walker, Ryan O'Hanlon, and Olivia Ybarra.

Brittany, Corey unable to attend
Meeting called to order at 10:03

1. Discuss TAPMS items for Spring

a. Updates

- i. APMS Contribution to Netherland Research Grant**
APMS Asked for \$2,000 we suggest contributing \$500.00 as we have in previous years
Kelly moved, Haley seconded. motion approved
- ii. Conference planning contract termination: February 13, 2023**
Bill was informed of termination of contract
- iii. Conference poll results: 1st Mesquite, 2nd Denton, 3rd Mo Ranch and Margaritaville**
Mesquite conference center still available and booking will proceed. Need to decide specifics and logistics (see further discussion on dates below)
- iv. Mesquite Conference (attached)**
 - a. Dates: November 6-8 Tentitive
 - b. Estimated Cost: base rate \$16,837
 - c. Meals: Tour, Lunch, and Dinners
 - d. Deposit process: amount and payment
 - e. Next steps: virtual meeting with Emily Atwood
Two main exhibit halls to be used with sponsors in the corridor.
- v. Membership and Bylaw changes**
Discussion on yearly dues vs dues at conference registration. No set amount of dues for membership. Potentially modify Bylaws to address when new members may start their membership
- vi. Newsletter**
Need general content, First newsletter in spring and Second in fall

b. General duties and responsibilities

- i. Participate with at least one TAPMS committee as chair or chairperson
- ii. Recruit at least one presenter for next conference
- iii. Write, edit, or solicit from authors at least one newsletter article



2. Treasurer's Report- Thomas Decker

a. Current financial status

Change banks? **Currently have a merchant account which we may need to downgrade to a simple checking account with no merchant fees. Fees have increased 20%**
Current account balance will be sent out

3. Committee Nominations and Reports

a. Auditing

i. Committee Chair: Thomas Decker

ii. Chairpersons: Casey Williams

No pressing issues with bank balance

Treasurer only authority for account currently

Kelly suggests two signatures on account One being Treasurer and one being the President.

Kristina will reach out to resolve

b. Membership and Publicity

i. Committee Chair: Kristina Tolman

ii. Chairpersons: **Olivia Yabarra**

a. Picture of current booth set up. Need to order banner and table wrap

b. Create brochure for TAPMS for TCAFS?

Maybe get new signage and materials for next conference. Not attending TCAFS or any other cross conference

c. Nominating

i. Committee Chair: **Kristina Tolman**

ii. Chairpersons: Brittany Chesser

d. Program



- i. Committee Chair: Haley Kokel
 - ii. Chairpersons: Brittany Chesser, Kristina Tolman
- c. Consider structure for 2023 conference – tours, CEU, panels
Look at options for tours, field trips etc
- a. **Governmental Affairs**
 - i. Committee Chair: Kelly Duffie
 - ii. Chairpersons: Thomas Decker
 - b. New laws or regulations to report?
Clarification of WOTUS in December
- c. **Awards, Scholarship, and Scholastic Endowment**
 - i. Committee Chair: Kristina Tolman
 - ii. Chairpersons: Haley Kokel and Olivia Ybarra
No updates
- d. **Site and Local Arrangements**
 - i. Committee Chair: Kristina Tolman
 - ii. Chairpersons: Haley Kokel, Casey Williams
 - a. Set-up virtual meeting with Emily Atwood to finalize contract
 - b. Tour options: Bunker Sands Wetland Center
Set up a virtual meeting with Emily Atwood to discuss contract and needs for us.
Food options, exact Deposit, Catering, room set up.
Bunker Sands Wetland Center tour. Possibly set up at a pre-event, but closed on Mondays. About 20 minutes from meeting venue.
- e. **Editorial-** to assist in the preparation of the Society's official publications. The Editor will chair this committee.
 - i. Committee Chair: Brittany Chesser
 - ii. Chairpersons: Kristina Tolman, Olivia Ybarra, Ryan O'Hanlan, and Casey Williams
 - a. Newsletter: content ideas?
Feature on conference location,
Feature a native plant vs non native plant
 - b. Deadline for content, due March 31st? **maybe May**
- i. **Website**
 - i. Committee Chair: Brittany Chesser
 - ii. Chairpersons: Haley Kokel, Kristina Tolman
 - a. Update: remove Bill Torres as Executive Director
 - b. Purchase Domain Name?
Video of how to update website is on Google drive
Haley; Figure out a different host other than Wordpress. Not user friendly for passing it along to the next person.
Ryan: also agrees with looking for a different host for the website that is more user friendly
Kristina: we will need to address the issue. Maybe hire someone to build a website and maintain it. Purchase Domain name for sure?



- j. Sponsorship**
 - i. Committee Chair: Kelly Duffie
 - ii. Chairpersons: Anthony Walker
 - a. Suggestions for next conference?
 - Kelly ; Nail down date ASAP so sponsors can put it on the books.
 - Haley ; any one have a day of the week preference? Wed thru Friday instead of Monday to Wed and have tours at JBS scheduled for Wed afternoon.
 - Need to verify if facilities are available Nov 8 to 10 – Nov 10 is a Federal Holiday may interrupt some sponsors
 - Alt. dates Nov 1 to 3
Nov 15 to 17
 - k. Social Media**
 - i. Committee Chair: Haley Kokel
 - ii. Chairpersons: Casey Williams, Kelly Duffie, Olivia Ybarra
 - d. Recent posts and any other updates
 - Send field pictures
- 4. Important dates for 2023 – same structure?**
- a. Abstract submission
 - i. Open July 5 - Aug 12
 - Extended last time but will see how many abstracts submitted first.
 - b. Registration
 - i. Sept 5- 30 open early bird
 - ii. Oct - Conf reg price
 - c. Scholarship
 - i. Apps due by Aug 12 w/ abstract



5. TAPMS SOP Manual

- a. Will send link for SOP manual

6. Next Board Meeting

April or May? Try late April

7. Other items

Meeting adjourned at 11:16