



## Trustee Meeting Minutes

**Date & time of meeting:** May 6, 2019, 1:00pm Eastern Time via face to face meeting at Bartlett Lab, Charlotte, NC

**Attending:** Chair Steven Geist, Chair-Elect Arnold Brodbeck; Vice Chair Tom Wolf, Treasurer Ray Henning. Trustees: Jacques Brunswick, Paul Fletcher, Brett Heinrich, George Hudler, Dave Krause, Sharon Lilly, Randall Miller, Will Nutter, Mundy Wilson Piper, James Urban (via phone), President and CEO J. Eric Smith

**Absent:** Trustee Sharon Jean-Philippe

Meeting call to order: Chair Geist called the meeting to order at 1:08pm.

### Consent Agenda:

Chair Geist asked the Trustees whether they had any items they would like pulled from the Consent Agenda; none were requested. Motion was made by Trustee Krause to accept the Consent Agenda; seconded by Treasurer Henning. No discussion. Motion carried.

- Consent Agenda items:
  - Minutes from December 10, 2018 meeting
  - President and CEO's Report
  - Executive and Governance Committee Report
  - Treasurer's Report
  - March Balance Sheet and P&L
  - Development Committee Report
  - Communications Committee Report
  - Research and Education Committee Report
  - Liaison Committee Report

Chair Summaries of Committee Highlights (December 2018 to May 2019): Committee Chairs reviewed key committee developments since the last board meeting.

Independent Financial Audit Report Summary: Treasurer Henning reported that the 2018 audit process went well and no significant findings were reported. Audit and Finance Committee accepted the audit on behalf of the Board of Trustees. Form 990 will be distributed to the Board.

### Research and Education Committee Grant Award Recommendations:

Motion was made by Trustee Hudler and seconded by Trustee Lilly to award the following:

- Hyland Johns Grant to Robert Fahey at University of Connecticut for his project "Monitoring and modeling changes in street tree communities over time" for \$25,000
- Utility Arborist Research Fund Grant to Phil Chen at CN Utility Consulting for his project "Cost of Deferred Maintenance" for \$50,000
- Ohio Chapter ISA Education Grant to Holden Arboretum for their program "Cleveland Neighborhood Tree Walks" for \$5,000.



- Robert Felix Memorial Scholarships of \$5,000 to: Harrison Sopp (Paul Smith's College), Kassandra Hernandez (Cuyahoga Community College), Maraea Harris (No. Virginia Community College)
- Bonnie Appleton Scholarship to Alex Love (Michigan State University) for \$5,000
- John Wright Scholarship to Robert Hammond (University of Cincinnati) for \$5,000
- Horace Thayer Scholarship to Steven Constable (Penn State) for \$3,000

Trustees Miller and Nutter recused themselves from vote on UARF Grant. No discussion. Motion carried.

#### Executive and Governance Committee:

- Salary Benchmarking Report – in executive session
- Customer Satisfaction Survey results were presented by President and CEO Smith
- Hyland Johns Endowment Fund – Motion was made by Trustee Krause and seconded by Treasurer Henning to establish an endowment fund for Hyland Johns Grants. No discussion. Motion carried.
- Business Continuity and Risk Management Policies – Motion was made by Trustee Wilson Piper and seconded by Chair-Elect Brodbeck to accept the Business Continuity and Risk Management Policies. No discussion. Motion carried.
- Strategic Plan Update – President and CEO Smith reviewed the revisions made to the 2019 – 2021 Plan. Motion was made by Trustee Nutter and seconded by Chair-Elect Brodbeck to accept the Strategic Plan 2019 – 2021. Trustee Urban abstained. Motion carried.
- New Trustee Recruitment – Chair Geist noted that recruiting of Trustees is a continuous process. The Research Committee is recruiting new members.

#### Future Meeting Planning:

- Fall Meeting via Zoom on October 7 at 1-3pm
- December meeting schedule at ISA Atlanta:
  - December 5: Trustee meeting afternoon, Joint Trustee and Liaison Dinner
  - December 6: Joint Trustee and Liaison Meeting morning; Liaison meeting afternoon

#### Old Business:

- Vote Ratification (State Game Lands 33 Contract). Motion was made by Treasurer Henning and seconded by Trustee Krause to ratify the electronic vote for State Game Lands 33 Contract. No discussion. Motion carried.
- Alternative Investment Instruments to Chicago Community Trust. President and CEO Smith was charged with investigating alternative investment vehicle(s).
- Schedule for ad hoc committee to review office structure to be scheduled for summer 2019. Committee will include Al West, Randall Miller and Jacques Brunswick.

#### New Business:

- Biomechanics Week – Board agreed not to fund



- ISA Conference Panel – Board agreed that President and CEO Smith should invite researchers to fill the panel.

Executive Session: Executive session commenced at 4:51pm and ended at 5:05pm Eastern Time.

Respectfully submitted by Barbara Duke.