



The American Chestnut Foundation Vermont/New Hampshire Chapter
Board of Directors Meeting Minutes
Video Conference call, Saturday, May 8, 2021, Time 12:00 PM

Participants:

Board Members: Will Abbott, Yuriy Bihun, William Coder, Tom Estill, Evan Fox, Dr. Gilliam Galford, Dr. Ann Hazelrigg, Curt Laffin, Doug McLane, Dr. James Talbot

New England Regional Science staff: Kendra Collins, Deni Ranguelova

Member observers: Ina Ahern, JP Powers, Franklin Geist

Not present: Gary Hawley, Daane Crook, Jessica Wikle (fellow)

1. Quick self-introduction by new Directors

- Will Abbott – Retired from career in two aspects of conservation: land stewardship and government relations. Doug was his real estate agent and introduced chestnut restoration. Will remarked at being fascinated with Tom Klak's science presentation.
- Tom Estill – His career was centered in science education. While working at Patuxent NWR in MD Tom was introduced to chestnut restoration from the plantings there. Tom has initiated a GCO in Rutland VT and noted good experience with deer repellent sprays which need to be reapplied every 1 – 3 months vs. fencing. All 7 schools in Rutland are involved or are interested in getting kids involved with plantings.
- Evan Fox -- His career in finance was based in PA; now retired to central VT. Evan is serving as President of Penn State Alumni Association of VT and has been in leadership of other 501c3 organizations. He is volunteering to help in renewal of nearby Lake St Catherine orchard.

2. Approval of minutes of March 1, 2021 meeting

Upon a motion made by Curt and seconded by Ann minutes were unanimously approved as submitted.

3. Strategic Planning Progress

Curt will rough out a draft plan. Jim suggested in person meeting as an option after July.

4. Biotechnology Committee

Doug reported American chestnut seeds were mailed out to about 45 people and he is providing coaching videos. Several new memberships resulted from the offer. Expenses were about \$8 per pot plus \$8 mailing. Also, over half dozen seedlings were distributed as bonuses for those returning ballots.

5. Review of Kendra's Science Plan proposal

Doug proposed allocating \$1500 for reimbursement for travel by board members or volunteers providing orchard management. There was no formal motion made and Kendra recalled that there was an existing travel reimbursement policy at Terry's request. (She was later able to find it and it will be appended to these minutes as reference.)

Internship was also discussed as another avenue for field and data work. Kendra noted that other chapters have experienced challenges if responsibilities for the intern and their management are not well planned. It being rather late to consider for this season, this topic should be worked out further in relation to having a plan for next year.

Given that travel reimbursement had not received much recent visibility, it was suggested that Jim reach out to Jess to determine if travel reimbursement or other expense coverage would to allow her to be more involved.

6. Quick Job Fair for Committees targeting new BOD members and other volunteers

- Governance – Bill had provided an overview of the committee's activities in the Annual Meeting and noted that adding interested participants should benefit capacity and diversity of experiences.
- Outreach – Curt noted that this committee's work includes maintaining the web site, sending periodic email reports, and that work was underway for a

newsletter. Going forward Committee Reports in October and May will provide content for twice a year newsletter, both email and printed.

- Tom Estill's proposal for broad outreach to schools could be facilitated with a brochure and/or email campaign.
- Web site – Curt noted that volunteer help would be welcomed in maintaining the web site. (Jim suggested this could potentially be part of an intern role.)

7. Potential officer attendance at October National TACF Annual Meeting in Abbington VA Highland Center.

Travel expense coverage has been customary for chapter President to attend the National Annual Meeting. Both Curt and Doug are planning on attending.

8. Transition in Treasurer's role.

Curt noted that Daane provided us with notice of his intent to retire to NM and to work to over the year to facilitate a transfer of responsibilities. Evan is volunteering to take over as treasurer and will reach out to Daane to begin that process. Yuriy noted that the accounts being currently held in NH may impose some challenges given that Evan is a VT resident.

9. Curt moved to adjourn; seconded by Evan. Meeting concluded by acclamation at approximately 12:55 PM.

Action Items / Follow-up

- Proposed Action item for Orchard Management Committees -- Consider potential for 2022 intern program.
- Proposed Action item for Governance Committee- Review reimbursement policy (embedded below).
 - Should it be revised to include other travel expenses, e.g. orchard field work?
 - Is the mileage rate still appropriate?
 - Formalize policy regarding travel to National Annual Meeting?
- Proposed Action Item for Governance Committee: --
 - Is the location of the Chapter's bank an impediment to Treasurer transitioning?
 - Do either VT or NH state charitable organization regulatory requirements care where we bank, e.g. would on-line banking be permitted?

Mileage Reimbursement Policy
VT/NH Chapter of TACF
Approved February 19,2014
Effective January 2014

This policy covers reimbursement for mileage only when members of the VT/NH Chapter of TACF cover events, as listed below:

EVENTS COVERED: Single and multiple day events in Vermont or New Hampshire that involve informational and educational outreach for the chapter, for example Vermont Farm Show, New Hampshire Farm and Forest Expo, and Strolling for the Heifers.

MILEAGE EXEMPTION FOR THESE EVENTS: The first 50 miles (25 miles each way) will not be reimbursed. If a volunteer works for multiple days at an event, only the first 50 miles will be exempt.

REIMBURSEMENT RATE: \$0.25/mile

PROCESS: After each event above, a member may submit to the Treasurer of the Chapter a request for mileage reimbursement, listing dates and times worked, plus mileage. The first 50 miles will be deducted, and the remaining mileage will be reimbursed at \$0.25/mile. Mileage may be 1) round trips between home and the event over multiple days, 2) a single round trip between home and the event over 50 miles, or 3) mileage to the event from home, additional mileage while at the event over several days (round trip to lodging and the event), plus the mileage to return home.