FALL BOARD OF DIRECTORS MEETING
10:00 am to 1:30 pm; Saturday, October 30, 2021
On Zoom

MSC = A vote was motioned, seconded, and carried.


WELCOME, INTRODUCTIONS, REVIEW AGENDA, Announcements – Patrick Plantenberg
Patrick was approached about the MNPS having a booth at the Association of Montana Turf, Ornamental, and Pest Professionals Conference January 24-26, 2022. Patrick is a member but doesn’t think a good place to spend our money.

SECRETARY’S REPORT - Rachel Potter
• Thank you to Patrick, Betty, Peter, Elizabeth, Gretchen and Maria for corrections and additions to the draft minutes.
• Approve minutes of Summer Board and Membership Meetings. MSC. Approved by voice vote.
• Board member contact updates.

TREASURER’S REPORT - Laurie Kurth
• 2021 Budget (see MNPS2021 Budget and Balance Sheet...pdf)
  o We are in good financial status with $47,774.09 in the bank as of October 26. That balance will go down as the last newsletter payments and chapter reimbursements go out.
  o Income from donations and memberships are higher than budgeted. Cost of Chapter portion is above budget as the income from memberships is higher.
  o Not all small grants were allotted so they will need to be accommodated for in the 2022 budget ($1500).
• 2022 Budget Skeleton –See Appendix A, page 7
  o These numbers were revised after the meeting with input from Maria, Betty and Gretchen.
  o Membership income are Maria’s speculative projections for the new fee structure. We will know much more by our Spring Board Meeting.
  o $1000 projected income from the newsletter is from paper copies.
  o Questions- What is included in the Misc. Operating Expenses?
Note that the budget as presented here calls for spending $2,960 in the red.

NEWSLETTER EDITORS’ REPORT - Jen Hintz Guse

- Advertising in the Kelseya – Patrick asked Jen to address this.
  - Issues that we would need to tackle: who is the gatekeeper, i.e., what businesses are worthy and appropriate? There is already more content available than fits. We could add pages, but that would be more expensive. How do we set up logistics? That will take some doing.
  - Other thoughts on advertising:
    - There was some advertising in early Kelseyas, but Laurie could not find income from advertising in budgets going back in to the 1990s.
    - Advertising is not addressed (or prohibited) in our by-laws.
    - This could be a great source of fundraising as our membership increases.
    - Do we bring this back up when we have a part time employee to administer it?
    - Longer content could be posted on the website, with plenty of social media links.
- Jen asked for some feedback on the following. Continue to email her your thoughts and feedback.
  - Do we want themes? The volunteer theme was a hit. Yes, it’s a good idea, but not always needed. A climate change theme would be best after the Conservation Conference. A landscaping and revegetation theme would be appropriate for the spring.
  - Are we getting right balance for technical and lay members?
  - The Board encourages Jen and Scott to edit submitted content as they see fit. They should also reach out to the Board for editing help. Several members have volunteered editing help.
- Paper copy distribution
  - 280 paper copies go out.
  - Jen is trying to stick with Caroline’s schedule, but it can be difficult. Maria and Jen will try to do a better job syncing the final copy and labels to the printer. Maria tries to provide the most up to date list.
  - 10 copies go to each chapter. Chapters need to report back to Maria if they want more Kelseya copies or fewer.
  - 17 copies of the Fall Kelseya were sent to Laurie are a mystery as the Clark Fork Chapter did get theirs. Is this being followed up so it doesn’t happen again?

MEMBERSHIP REPORT - Maria Mantas See Appendix B, Page 8

- Membership numbers keep going up. We had 888 as of October 18.
- See Membership Report in Appendix B.
- Laurie and Maria’s numbers are not in sync at all times but work out eventually.
- Chapters need to welcome and thank new members. “People give because they are asked and keep giving because they are thanked”. Gretchen will circulate a welcome letter example from VoF. This may be a topic at the next meeting.
- Lots of people have checked the volunteer box. Chapters need to look at the quarterly Membership spreadsheets and identify and contact those that have volunteered.
• Brochures are printed. Bob has uploaded the PDF to the website. Let Maria know how many brochures you want.
• New Fee Structure rollout. Brochure, online form, and paper form have all been updated. Renewal cards are edited and ready to go.
• Maria also tracks last 3 years of members that have not renewed. She can get that to us at any time. Expired members get mailings (spring Kelsey) until the Field Trip Brochure. Patrick offered to contact expired members. Later- Maria sent Patrick a list of expired members.
• Later from Maria- Laurie, Sasha and Maria have come up with a plan for processing paper memberships more expeditiously. She will report at the next meeting.

WEBMASTER REPORT – Bob Person
• Personal Email address and phone number security. Following up.
  o Bob removed most of the email addresses from the website.
  o WordPress provides several open-source options for security that prohibit bots from mining emails and phones from the website. If we implement those, we could restore email features to board members, chapter reps, etc. Chapter Presidents have often posted phone numbers.
  o Are PDFs secure? Taking out live links to phone number and emails in PDFs might help security.
  o Bob will continue to work on the above points.
  o There are places where emails are essential. E.g., small grants.
  o Some chapters have email addresses. Those could be used to keep personal emails more private.
• Chapter pages. Several chapters are handling their own webpages. Whether you are doing that or having Bob handle it, but sure to check your chapter webpages and keep them updated. That is far easier than a major overhaul.
• Zoom- Beginning October 1, we are back to a 500-participant account. Bob will suspend that in April unless there are later large meetings. It costs $51.88/month when active. The base subscription is $155.52. We have paid $550 so far in 2021.
• Online Membership has been updated with the new fee structure. Thanks for Maria’s cooperation. Bob is getting better at setting up contingencies. Please renew online soon. It will help Bob to get the bugs worked out early.
• Web hosting. No change in costs. $87/quarter.
• Some discussion of location of the donation button. It gets used rarely or if at all.

2022 ANNUAL MEETING – Rachel and Betty
• A raffle with 1) a quilt created from MNPS meeting T-shirts crafted by Pat Jaquith and Betty Kuropat, 2) a Doug Smith basket, and possibly 3) a Montana Pioneer Botanist hardback will start this winter. Ticket holders will not need to be present to win.
• June 24-26, Timberlane Campground, 7 miles N of Libby. Rustic campground. Betty, Rachel, and Jack Potter revisited together in September and are enthusiastic about the site.
• Follow the MNPS website annual meeting page for details. Andrew Smith, a Flathead Chapter volunteer is keeping it updated.
Saturday night will be catered. Hearty breakfast bar 2 mornings. Bring your own lunches. We discussed at the meeting a casual dinner Friday. Later- On reconsideration, Rachel is looking at a reasonably priced hearty catered soup and bread plus MNPS made salad. All serving will be “noncommunal”.

Author Jack Nisbet Friday or Saturday night.

Insurance may be problematic. Past insurers are saying they just are not insuring this kind of event now. Later- Maria and Betty are getting this figured out.

We will work on a graciously worded but strong statement implying that we expect attendees to be vaccinated for the safely of our members and communities.

Friday workshops will likely include a Citizen Botany training and collecting and pressing plants by Maria.

STANDING COMMITTEE REPORTS

- Conservation Committee- Elizabeth Bergstrom and Peter Lesica
  - 2022 Montana Plant Conservation Conference – some submitted by Elizabeth later.
    A virtual conference with the theme Monitoring for the Effects of Climate Change. March 30 and 31 (added later). The primary purpose remains to inform land managers and staff. It will be free. Most of the speakers scheduled for 2021 are available. There will be no costs for the speakers. Elizabeth and Peter are looking into a hiring a professional to help run it (it won’t be cheap). Points added by the Board during the meeting:
    - The Conservation Conference (CC) has made the MNPS money in the past. We can pay some of that back.
    - Free but ask for donations from attendees and $ sponsorship from participating agencies.
    - Advertise widely, including other Native Plant Societies, Universities, Heritage Program, etc. in addition to agencies, our membership, etc.
    - Some discussion of having prerecorded presentations, but that adds to the presenters’ effort, and some don’t like it.
    - Consider one evening event on a popular subject.
    - Archive for future viewing. Advertise that also.
    - Coordinate statewide emails with Beth – that goes for all of us, not just the CC!
    - Determine dates before the Winter Kelsey deadline December 10.

- Citizen Botany – most text later provided by Elizabeth for clarification.

Gretchen, Patrick, Andrea, Bryce Maxwell, and Elizabeth had a Zoom meeting to discuss a process to take steps towards the development of this Citizen Science program. Heritage will match any funding that MNPS offers, up to $5,000, to develop a palette of plant species available for Citizen Science surveys. Plants targeted will be readily identifiable. Mosses, lichens, Carex, and groups that require additional expertise
would not be included. In addition, rare plant element occurrences would be included that do not require extremely difficult hikes to relocate.

Each chapter will be provided with a rare plant element occurrence to resurvey this coming field season. It is acknowledged that depending on the botanical expertise of the survey group, a botanist familiar with the plant may be needed on field trips. Additional surveys could be completed by chapter members and the chapter with the most surveys would be acknowledged.

The key to starting this process is organizing the information needed to complete the survey. That entails funding to support Andrea’s part-time assistant that works with Andrea on data management tasks with rare plant information. The Board voted to set aside the $5000 to support this concept. Two board members abstained. MSC. A formal proposal will be drafted. When Board members receive this proposal there will be a second vote by email to determine if we will move forward with the proposal.

Andrea will give a Zoom presentation on Citizen Botany for MNPS Presents! on January 26.

The Annual Meeting will feature a Citizen Botany Workshop on Friday to introduce attendees to survey protocols for rare plant elements.

Andrea will contact USFS and BLM for additional funding.

- **Conservation Strategy Update** – *Elizabeth*
  $20,000.00 was received by Heritage to support Strategy efforts from the BLM. With this funding, Scott Mincemoyer developed the Climate Change Vulnerability Index for the plants that will be featured in this version of the document. The strategy will also feature a list and description of specialized habitats such as fens, or bedrock meadows and communities of concern such as aspen, riverine cottonwood communities, etc. Steve Shelly is working on the specialized habitats and communities. Interviews with agency and nonprofit stakeholders to determine goals are almost complete. The target date for a completed strategy is December 2022.

- **Comments on Land Management Plans and more**: See Minutes for the October 30 Annual Meeting for the latest update: MNPS Membership21 20211019.pdf.

- **Landscaping and Revegetation Committee** – *Patrick Plantenberg*
  The name and focus has been broadened to the original name the “Landscaping and Revegetation Committee”. Patrick has been leading the effort to revitalize this committee,
along with Mark Majerus, Catherine Cain, Barbara Amidon, and Robert Pal. Patrick would like to see co-chairs. One chair for the landscaping section and one for the Revegetation portion of the committee. Ongoing activities include:
  o Catherine Cain will have a draft of an updated Source Guide to us by February 4.
  o Mark Majerus is working on a document on how to germinate native seeds.
  o Linda Iverson has been asked to review the recommended native plant list for Montana featured on the Audubon website.

• Small Grants Committee- Betty Kuropat
  o Past Projects – nothing is outstanding before 2021.
  o 3 grants in 2021 have all received their first installment. Betty has communicated with 2 of 3 recipients. The deadline for final reports is January 2022.
  o The Committee has not explored funding an education curriculum further.
  o Monitoring for the gardens already funded. The Committee is interested, but nothing has moved forward. Patrick and Mark will address this with the Landscaping and Revegetation Committee. Small Grants will also keep it on their “to do” list.
  o 2022 Request. $4500 for 2022 + $1500 carryover from 2021 grants unpaid = $6000.
    This is an update since the meeting.

OTHER BUSINESS
    Maria proposed that since we fund the Herbarium every other year, we should raise our contribution to $1000. MSC.

A Bozeman artist approached Robert Pal about using our logo in her artwork. Gretchen followed up with that artist. This is an issue that we should address in future planning sessions.

AD HOC COMMITTEES
  • Nominating Committee - Gretchen and Patrick. VP, Eastern at Large and Secretary.
  • Awards Committee –No one stepped up so there will not be any awards given.
  • Planning Committee - to be formed. No action.

AREAS-AT-LARGE AND CHAPTER REPORTS - Chapter reps
    See Annual-MeetingAttachments20211017.pdf that was sent to members for the online Annual meeting for Chapter Reports. In addition:
    o Valley of Flowers, feeling the need to do an in-person activity, is holding a December Woody Plant Field ID with Matt Lavin and Robyn Klein.
    o The Kelsey Chapter was contacted by local Master Gardeners about collaborating on a program.

WRAP-UP – all
  • Finalize 2022 budget
  • Spring Board Meeting will be February 26 10 am on Zoom.

SPRING BOARD MEETING TOPICS – Patrick Plantenberg
• How to Process and Welcome new members. Committee before then, might have a report on that.

Adjourn

Appendix A

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| Totals                     | $29,400.00   | $0.00  | ($32,360.00)  | $0.00    | ($2,960.00)   | $0.00    |
APPENDIX B – Membership Report for Fall 2021 Board Meeting

Report Submitted by Maria Mantas, Membership Chair

Membership update – This report was prepared on October 18, 2021 for the fall 2021 MNPS board meeting (October 30, 2021).

Membership statistics – More amazement at the increase in membership. This is our last report under the old fee structure. It will be interesting to see how the new fees affect membership.

Table A. Number of MNPS MEMBERS by chapter and membership type

<table>
<thead>
<tr>
<th>Chapters</th>
<th>Individual</th>
<th>Family</th>
<th>Business</th>
<th>Lifetime</th>
<th>Grand Total</th>
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<td>20</td>
<td>1</td>
<td>6</td>
<td>57</td>
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<tr>
<td>Clark Fork</td>
<td>126</td>
<td>91</td>
<td>3</td>
<td>40</td>
<td>260</td>
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<tr>
<td>Flathead</td>
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<td>39</td>
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<td>22</td>
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<tr>
<td>Kelsey</td>
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<td>57</td>
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<td>20</td>
<td>132</td>
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<td>Maka Flora</td>
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<td>10</td>
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<td>23</td>
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<td>Eastern-at-large</td>
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<td>16</td>
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<td>89</td>
<td>60</td>
<td>7</td>
<td>35</td>
<td>191</td>
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<td><strong>Grand Total</strong></td>
<td><strong>406</strong></td>
<td><strong>322</strong></td>
<td><strong>13</strong></td>
<td><strong>147</strong></td>
<td><strong>888</strong></td>
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* We track Exchange Member stats separately (exchange memberships are other native plant societies, libraries, herbaria, arboreta, and the like).

Table B. Annual membership income showing chapter and state distribution of funds for the past 6 years. *We now track the fiscal year for membership accounting October 1st through September 30.

<table>
<thead>
<tr>
<th>YEAR*</th>
<th>TOTAL INCOME</th>
<th>CHAPTER SHARE</th>
<th>STATE SHARE</th>
<th>DONATIONS (for the entire calendar year unless noted)</th>
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<tr>
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<td>$17,590</td>
<td>$5,457</td>
<td>$12,106</td>
<td>$4,770 (year to date)</td>
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<tr>
<td>2020</td>
<td>$16,230</td>
<td>$4,736</td>
<td>$11,489</td>
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<td>2019</td>
<td>$13,406</td>
<td>$3,996</td>
<td>$8,429</td>
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Table C. Annual membership for the Montana Native Plant Society over time showing the number of members for each chapter and exchange memberships.

This table only reflects the count of members at the end of each calendar year. As our membership fluctuates throughout the year, this is the number that should be used to represent our membership as it is close to when our numbers are the highest and it’s a consistent point in time from which to compare year to year.

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<th>Year</th>
<th>Cal</th>
<th>CF</th>
<th>F</th>
<th>K</th>
<th>MF</th>
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<th>W</th>
<th>VoF</th>
<th>Total</th>
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<td>226</td>
<td>98</td>
<td>115</td>
<td>22</td>
<td>66</td>
<td>32</td>
<td>157</td>
<td>767</td>
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<td>22</td>
<td>59</td>
<td>28</td>
<td>124</td>
<td>687</td>
<td>44</td>
<td>12/26/2019</td>
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<td>2018</td>
<td>46</td>
<td>200</td>
<td>95</td>
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<td>19</td>
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Membership Discussion

**Donations:** Crazy increase in donations! I am hopeful that highlighting a donation option on all the new forms with the new categories will bring in even more donations. As a reminder, Gretchen sends out thank yous quarterly and we acknowledge donors annually in each spring Kelseya.

**Volunteer Check Box:** As of today there are 84 people who have checked the box saying they would like to know about volunteer opportunities. Check your quarterly membership lists to see who these people are. I realize that just because someone says they would like to volunteer doesn’t mean they would be able to provide meaningful help.

**Membership Budget**

The big expense this year is the brochure. Otherwise, minimal postage and other expenses.

**Membership Brochures**

I had a lot of trouble with the printing of the new brochures, having to go back and forth at least a half dozen times (including an entire reprint due to poor photo quality). They are due any day. If acceptable I will mail them out ASAP. If I haven’t received an order from you as to how many you would like I will be sending you one packet (of 50) unless you tell me not to.

**New Fee Structure Roll-out**

There are 5 places where we need to roll out the new fee structure:
1. **Brochure** – Done and will be in the mail soon.
2. **On-line Form** - I’ve been working with Bob on updating the new on-line forms which should be in place by the time we meet.
3. **Paper Form** (which is also available as a .pdf on-line) - The .pdf is being sent to you with this board packet for you to print and pass out.
4. **Renewal Cards** – Edited and ready to go in January
5. **Kelsey** - We have already rolled out the new form in the fall Kelsey. Patrick and I decided that although it would be out a month early, better that then have the fall Kelsey be outdated 30 days after printing.

Protocol for Membership Processing

We are all aware that the current system for processing paper memberships (those that come into our USPO via snail mail) is painfully slow. I have discussed this with Laurie and we are thinking of better ways to expedite the process. I plan to hold a Zoom membership committee meeting early winter with Sasha, Laurie, and Patrick to brainstorm on how we can eliminate the extra steps that have to take place in Missoula.

I think a realistic aim is a minimum of monthly processing (both paper and electronic). I’m considering ways to allow board members to access current membership lists (read only) so they can have access to the most current membership contact information and new members.