



MONTANA NATIVE PLANT SOCIETY

MINUTES MONTANA NATIVE PLANT SOCIETY FALL BOARD OF DIRECTORS MEETING 10:00 am to 3:00 pm; Saturday, November 9, 2024 In person (in Butte Montana Tech) and via Zoom

In Person Attendees: Karen Porter (Calypso Chapter), Laurie Kurth (Treasurer), Gretchen Rupp (Valley of Flowers Chapter), Robert Pal (Co-President), Dave Hanna (Co-President), Peter Lesica, Rachel Potter (Flathead Chapter), Mark Majerus (Landscaping and Revegetation Committee), Patrick Plantenberg (Past President and Landscaping and Revegetation Committee), Elena Johnson (Kelsey Chapter), Kenda Herman (Vice President)

Online Attendees: Bob Person (Co-Webmaster), Carol Goffe (Co-Webmaster), Maria Mantas (Membership Chair), Betty Kuropat (Western At Large), Teagan Hayes (Clark Fork), Jennifer and Scott Guse (Newsletter Editors), Libby Knotts (Maka Flora), Kelsey Malloy (Eastern At Large), Camie Westfall (Secretary), Elizabeth Bergstrom (Conservation Committee)

1. Welcome, Introductions, Review Agenda, Announcements – *Robert Pal*

- Agenda additions
- Meeting logistics

2. Secretary's Report – *Camie Westfall (0:03:20)*

- Approve minutes of Summer Board of Directors (BOD) meeting
 - **Motion:** Patrick Plantenberg moved that we approve the minutes as edited. Rachel Potter Seconded. Discussion: Rachel asked if we needed to go over the action items to make sure they were completed. All voted In favor. Motion carried.
- BOD member contact updates - Please review and send corrections to Camie.

3. Treasurer's Report – *Laurie Kurth (00:06:20)*

- 2024 Budget Update
 - As of 11/8/2024: General Fund Income = \$32,361.37
 - General Fund Proposed Income = \$26,700.00
 - Grants and Giving Fund = Proposed Income = \$7,100.00
 - Grants and Giving Fund Income = \$41,610.96
 - Income: Annual Meeting brought in \$3,272 to MNPS.
 - Income: Interest has accumulated at 1.75% which added \$915.37 to the budget; this helps pay for the Pay Pal fees.
 - Expected 2024 expense: We have not paid the second payment for Citizen Botany Program funding.
 - Expected 2024 expense: We haven't paid out the Chapter portions part of the budget. Maria asked about how the Chapter distributions are documented in the current year budget since she doesn't have that information until the end of the calendar year. Laurie does add this back into the budget tracking spreadsheet once the final membership numbers are available for the entire calendar year; Chapter distribution payments are mailed in January.

- Unexpected 2024 increased expense: Website hosting changed from Cedar Mountain Software and will be more expensive in the future. The change means we are going from \$87 per quarter to \$59 per month; Laurie does not expect an over expenditure on this year's budget due to this change in website hosting cost.
- Gretchen asked if this budget worksheet shows our payments to Leah to date. Laurie said yes, it does.
- Artemisia Chapter now has a bank account set up. It is not a very simple process to set up. If we need to adjust or do anything with bank account set up, we need additional lead time and patience for the number of documents and records that are needed.
- Grants and Giving Fund is now managed by a separate Money Market Account which accrues interest even for smaller donations.
- There was discussion about payments to the speakers for MNPS Presents! and that some speakers decline the payment or ask that we donate it back to MNPS on behalf of them or their organization. If a speaker declines payment, the BOD liked the idea of asking them if they would like to have the \$200 amount donated to a charity or non-profit of their choosing.
- Herbarium fund allocation (00:25:20)
 - Herbarium funding covers basic expenses for employees, supplies, basic expenses to manage the specimens and general operations of the herbarium. Herbaria across the state are at several university campuses: Montana Tech (Butte), MSU Billings Eastern (Billings), UofM (Missoula), MSU (Bozeman), Dillon, Havre, etc.
 - Optics of support is really important to keep the herbaria running and not losing funding to close.
 - Discussion that we don't really know how active the herbaria are and how accessible they are or if additional what is happening with the MSU Herbarium.
 - Peter Lesica will reach out to Matt Lavin about the status of the MSU Herbarium. He will also reach out to the other herbaria regarding their operations and status if we want to add more herbaria in the mix for 2025.
 - **Motion:** Patrick Plantenberg moved that we give half to UofM Herbarium and half to MSU Herbarium based on Peter Lesica's discussion with Matt Lavin regarding the status of the MSU Herbarium. If MSU can't use it, then the entire donation amount (\$2,000) can go to the UofM. Rachel Potter seconded. Laurie said we should do this for the 2024 budget and then do research into the activities of the other herbaria and allocate accordingly after the budget discussion at the next meeting. No discussion. All in favor. Motion carried.

4. Newsletter Editors Report - *Scott Guse and Jen Hintz Guse (00:37:55)*

- Deadline reminders, items for the winter Kelsey newsletter: Next deadline is December 10th.
 - Usually the Winter Issue has: a call for Award Nomination, call for Officer Nominations, and a call for Grant applications.
 - We need a Small Article about Achievements for the MNPS. Gretchen said she can write this up again.
 - We need a recap of the Conservation Conference. Jen will check with Elizabeth.
 - We need an article for Conservation Corner. Jen will reach out to Jenny Lyman.
 - We need an Award summary from 2024 awards. Peter said he can do this.
 - Patrick suggested that Jen and Scott look at Elizabeth's Conservation Committee report and grab information and articles out of it to contribute to the Kelsey newsletter. Laurie brought up that there might be concerns about permissions for republishing other works and articles and to be cautious when reusing material.
 - Kenda said she can get a short summary together for the Citizen Botany Project.
 - In the beginning there was a lot of material for the Kelsey newsletter, but recently it's been more difficult to get content and article ideas.
 - If anyone has ideas about articles or people to reach out to, send them to Jen and Scott.

- Jen will add a reminder note about the upcoming annual meeting location and dates for 2025 to include in this Kelsey newsletter.

5. Membership Report - *Maria Mantas (00:50:45)*

- Reminder to the BOD: Whenever we send out an email to the BOD, use the spreadsheet with the contact emails. Copy all the cells with emails and paste them into the email TO block.
- Membership Report
 - It appears that membership has plateaued as an organization. Current membership is 921 which is similar to past years. One more lifetime membership came in for the last quarter.
 - Maria and Leah are looking into a new membership database platform. Maria will need to coordinate with Carol for the website and Laurie for the membership dues. They will continue to brainstorm and move this forward for better tracking and efficiency.
 - If anyone would like to send a mass email to the MNPS membership, Maria is willing to do send the email, but she needs several days to a week of lead time in order to put the email together and send it out.
- Donations Update (00:57:25)
 - We've received about 111 donations so far this year. Leah is sending out tax letters in real time for us instead of waiting until the end of the year, as we've done in the past. Reminder to Chapters reach out and personally thank the donors in your Chapter.
 - Giving Tuesday, December 3rd, 2024: Maria would like someone else to take the lead on crafting the email. Patrick volunteered to craft the email and get it to Maria at least a week in advance.
 - Rachel suggested that it also be posted on the Facebook pages. Carol volunteered to help with the social media posts.
 - Also a reminder to put in a slide for MNPS Presents!
 - Maria, Patrick, Carol, and Leah will work together to do the Giving Tuesday solicitations.
 - Donations from last year's Giving Tuesday were around \$1,700.
 - Also donations at the end of the year were around \$1,000.

6. Webmaster Report - *Carol Goffe (01:09:00)*

- Website updates
 - Website no longer hosted by Cedar Mountain Software; we are now hosted with The 406 Collective. We were not part of the selection process for this change. October has been the first month, so Carol is still assessing the quality of the service. It is more expensive and she will continue to assess.
 - Calendar of events is now posted on the website. Let Carol and Leah know if something needs to be posted.
 - We are getting set up with Google Workspace that has huge storage and ability to send mass emails more efficiently. Also has Google Meet which would be less expensive than Zoom for MNPS Presents!. Leah is also looking into a software called "Sender" for mass emails.
 - Needs to be tested to see if we could switch to this and it would potentially offset the cost of the new company that is hosting the website. Carol will continue looking into it with Leah.
 - Teagan voiced support for anything that helps improve organization and communication for MNPS. She asked if there is any way to give access to Chapter to also use it for Chapter communications. Teagan said she is interested in helping with the discussion and testing and research to see if this would be a good option.
 - Maria said later this winter an email should be sent out to the BOD for whoever wants to participate in the discussion and testing for the Google Workspace software for MNPS communications, membership tracking, storage of documents.

- Carol is coordinating with Laurie also working on the PayPal buttons on the website to configure them for the donation accounts. The buttons will have more options for how to pay (Venmo will now be included). It all goes through PayPal on the back end, but people will have more options in the future.

7. 2025 Annual Meeting Update - *Libby Knotts (01:28:20)*

- Current plans, budget needs, etc.
 - Maka Flora at Camp Needmore, Custer National Forest. June 20-22, 2025.
 - They are coordinating with Kurt Hansen with the USFS, he is very enthusiastic and is setting up all the field trips for the meeting.
 - She would like to request a loan. The last time, they requested \$3,000 from the state. Maka Flora would like to request a loan of \$5,000. Laurie asked that Libby email her with who/how to send the fund and Laurie will send it after January 1, 2025.
 - She would like to request people volunteer to lead trips.
 - Libby will talk with Kelsey Malloy about support from Eastern At Large.
 - Gretchen suggested that Libby reach out to Artemisia Chapter to see if any of those members can help lead field trips or assist.
 - Rachel suggested that a list of hikes or walks to check out on the way be posted/part of the Annual Meeting info to registrants folks driving east from the west side of the state. Kelsey Malloy said she can help put this list together.

8. Standing Committee Reports

- Conservation - *Elizabeth Bergstrom*
 - Citizen Botany – *Elizabeth Bergstrom Kenda Herman (02:10:11)*
 - The program has been super successful and well received by our members. How do we keep the Citizen Botany Program going? Where should the home of the Citizen Botany Program be?
 - Andrea Pipp and Kenda Herman would like feedback on the report before it is posted on the website, but eventually it should be added to the MNPS resources area of the website.
 - Andrea and Elizabeth discussed funding a part time position for the Coordinator role. Also try to get grant funding from other agencies to help fund the logistics and coordination of the Citizen Botany Program.
 - How many hours and what would the funding look like?
 - We will need to re-home the Citizen Botany Program to a webpage within the MNPS website or have its own website page. For now, Google Drive is working for some of the document sharing aspects.
 - Subcommittee: Elizabeth Bergstrom (Chair), Kenda Herman, Carol Goffe, Andrea Pipp, Robert Pal, Dave Hanna, possibly other Chapter Coordinators.
 - Gretchen requested that this subcommittee reports their progress at the next BOD meeting.
 - We need some others to assist and brainstorm. We need to reach out to existing Chapter Coordinators or Citizen Botanists to see if there is someone very enthusiastic and able to step up and take on this role.
 - Peter discussed that Montana Natural Heritage Program (MTNHP) has a clear reason to keep the organizational role for the Citizen Botany Program. MTNHP has the most benefit from the data that is collected from the Citizen Botany Program, so perhaps that organization should continue to employ the part time Coordinator role.
 - Dave discussed what MNPS could probably contribute with the administration of a contract to employ someone part time for the Coordinator position.

- Patrick: Perhaps the MNPS subcommittee and MTNHP should get both put together proposals representing the direction that either side could see being successful.
 - Betty and Maria echo that we should let the subcommittee come up with recommendations for how to employ and administer this type of program.
 - Laurie said everyone is maxed out on duties. She said what can we give up in order to administer and fund this type of Program. If using fundraising or donations, what would not be funding in order to fund this type of role for the Citizen Botany Program.
 - Elizabeth asked if people can ear-mark donations when they donate.
 - It has been done in the past in very specific circumstances. Maria said we discourage restricted donations.
 - Elizabeth needs to step down as the Conservation Committee Co-Chair.
 - Scott Mincemoyer will help with Important Plant Areas and species of concern.
 - Scott will help find additional committee members and Elizabeth will also put a blurb in the winter Kelsey newsletter.
 - Elizabeth will coordinate with Rob Fembrel to have an article about the Conservation Strategy article in the winter Kelsey newsletter.
 - We need a point person to deal with land management agencies and coordination. Need to request more participation from general membership. Someone needs to keep track of what's going on out there and what the land management agencies are doing and report back and coordinate with MNPS chapters or state level. In order for us to track more projects and provide input and comments.
 - **Motion:** Patrick Plantenberg moved to form a Coordination Conservation Committee to appoint a new chair and identify people who want to take on certain projects and goals of the Conservation Committee. Gretchen seconded. Discussion about who would be on the Structure Committee for the Conservation Committee: Peter Lesica, Jenny Lyman, Elizabeth Bergstrom, Scott Mincemoyer, Rachel might know someone and will reach out to them. All approve. Motion carried.
 - MTNHP Annual Partner's Meeting usually in December. – *Patrick Plantenberg (03:13:55)*
 - MNPS should make sure we are present and can hear about projects occurring across the state and network with state agencies and organizations.
- Landscaping and Revegetation Committee – *Patrick Plantenberg/Mark Majerus (03:14:40)*
 - William Andrews with Clark Fork Chapter would like to condense the Missoula and west central Montana Landscaping guide.
 - Patrick will continue to work with the Montana Nursery and Landscaping Association (MNLA) to be more interested in using native plants.
 - Robert Pal will continue to be involved in the Landscape and Revegetation Committee with different talks that he is aware of to get them on the schedule.
- Grants and Giving Committee – *Betty Kuropat (03:19:40)*
 - New chair /co-chair nomination
 - Updates: there has not been a lot of progress since the Annual Meeting.
 - There is a committee with about seven or eight members, but minimal leadership.
 - Betty and Maria have discussed a new model for the committee.
 - One idea and proposal would possibly be to consider Leah (Administrative Assistant) to take on this coordination/facilitator role for the Grants and Giving Committee to set up schedules, organize submittal documents, zoom calls for the committee, write letters, etc.

- There would need to be careful coordination with the other tasks and schedule of tasks that Administrative Assistance has throughout the year.
 - Dave asked what parts of the program will be feasible in 2025?
 - Betty said scholarships could happen this spring, as planned.
 - The Grants part of the program could probably happen as well, but it would need to be shifted to the summer/fall instead of spring.
- We have paid out all the Small Grants Proposals from the last round.
- Grants and Giving Program Policy: Need to make necessary edits to the policy and the BOD needs to review and approve the new policy at the next meeting.

9. Other Business

- Administrative Assistant update – *Kenda Herman (03:29:30)*
 - Fall is a slow time for Leah’s duties, so she has availability in her hours to help with small administrative tasks at the moment.
 - In the current contract, 34 hours remain for this calendar year.
 - The first part of the year is the busiest time for her.
 - Chapters and event coordinators should send events and notices to Leah to post on Facebook and the MNPS website calendar. (She needs a photo and short summary blurb.)
 - Kenda recommends that the Administrative Assistant Contract Administrator role be moved to the Membership Chair instead of Vice President because most of the Administrative Assistant tasks are membership and donation duties. Maria agrees with this idea and volunteers to take on the role to manage the Administrative Assistant for the next reissuance of the Administrative Assistant contract.
 - Based on Leah Grunzke’s incredible talents and outstanding performance and the discussion of tasks, Kenda recommends that we renew the Administrative Assistant contract for Leah.
 - The Administrative Assistant Contract Administrator (Kenda) needs to review the contract and draft an updated version for 2025 to be approved and signed by the BOD President.
 - **Motion:** Patrick Plantenberg moves that we approve the continuance of the Administrative Assistant contract with Leah Grunzke. Karen Porter seconded. All in favor. Motion carried.
 - Discussion: Laurie brought up that her hourly wage is \$22 per hour. Discussion about bumping her up to \$24 per hour and 300 contract hours; this will be adjusted in the 2025 budget. The BOD agreed with this pay raise.
 - Kenda asked Laurie if it would be possible to do direct deposit for paying Leah. Laurie will look into it and reach out to the bank.
- MNPS 2024 accomplishment and activity report – *Gretchen Rupp (03:54:16)*
 - Gretchen has heard from at least three chapters, but still several Chapters have not responded and filled in the accomplishments. This list can be posted on the website and in the winter Kelsey newsletter. Please get these to Gretchen as soon as possible.

10. Ad Hoc Committees

- MNPS Presents! Winter Programs - *Alex Brown (03:55:55)*
 - See report; programs will generally be scheduled the third Tuesday of the month. Please contact Alex with any ideas for speakers.
 - Kenda can reach out to her to circulate the list of speakers and possible subjects of the presentations she has lined up so far.
 - Suggestion that we regularly remind membership about the MNPS Presents! archived presentations for future MNPS Presents! talks as well as on Facebook and in the Kelsey newsletters.

- **Motion:** Patrick Plantenberg moves that we adopt the description of the MNPS Presents! ad hoc committee and coordinator responsibilities to the bylaws and BOD handbook. Dave Hanna seconded. All approved. Motion carried.
- Select Awards Committee for 2025 Annual Meeting (04:02:30)
 - Karen Porter was nominated as the Chair. Karen will work with Libby Knotts and Kelsey Malloy for a possible recipient from that area of Montana.
- Nominations committee for Treasurer and President and Western At Large. (04:05:35)
 - Patrick Plantenberg volunteered to be the Chair. Gretchen Rupp and Peter Lesica volunteered to also be committee members.
- Appoint Bylaw and Board Handbook sub-committee
 - Kenda Herman can assist. Dave Hanna has also volunteered to help with this as well as Rachel Potter and Camie Westfall.

11. Areas-at-Large and Chapter Reports - *Chapter Reps*

- See reports and everyone who has not submitted, please send them to Camie and Robert or upload to the Google Drive folder.

12. Wrap-up – *all*

- Finalize Working Proposed 2025 Budget – To be adjusted accordingly and approved at the next BOD meeting. (04:09:09)
 - Operating Budget
 - Awards expense: keep at \$660
 - Committees expense: Keep at \$1000
 - Contracts (Administrative Assistant): To be updated to reflect wage increase at 300 hours. \$7200.
 - Interest Income: \$1000 +
 - Website expense: Keep at \$1000 (Webhosting will be \$720/year with the new hosting company.)
 - Zoom expense: \$800 (if we change to Google Meet this expense will be less)
 - Publications/Brochures expenses should be bumped up to \$500.
 - General Fund Summary
 - Proposed Income: \$22,660. Proposed Expenses: \$27,200.00
 - Citizen Botany Program: Patrick recommends that we ear-mark \$5,000 for Citizen Botany Program. There was discussion about whether that money should come from Donations or the Operating Budget. Kenda and Dave said they would rather see it as an internal Operating Budget.
 - We should get the Grants and Giving Committee going before we use it to fund the Citizen Botany Program.
 - MNPS Presents!: expense at \$1,200 (\$200 for six speakers).
 - Special Projects
 - Annual Meeting: we do not expect to make any income on the 2025 Annual Meeting. Projected loan of \$5000 and then repayment of \$5000 loan via registration fees.
 - Grants and Giving Fund
 - Donations income: bump up to \$9,000
 - Interest income: Laurie estimates around \$100
 - Transfer of previous Grants Fund to the new Grants and Giving Program: leave at \$0
 - Expenses
 - Scholarship expenses: bump up to \$3,000 – possibly update the Grants and Giving Policy

- Grants: bump up to \$3,000
- Unsolicited/Gifts: \$3,000
 - MT Herbaria (\$2,000)
 - MT Audubon (\$1,000)
- Other: expense leave at \$750
- Chapter Projects: move this budget item to the general Operating Budget. BOD agrees that is outside of the Grants and Giving Program budget. (Add to list of topics that get covered at each BOD meeting for the President to create the Agendas).
- Maria said the goal is to spend the amount we get in donations; she would love to see this budget get zeroed out every year.
- Grants and Giving Fund Summary
 - Proposed Income: \$9,100.00, Proposed Expenses: \$10,050.00
- Laurie will update the Proposed 2025 Budget spreadsheet and re-upload it to the Fall BOD Meeting Google Drive folder.
- Set next Board of Directors meeting date
 - Gretchen Rupp will send the survey around again in January 2025.

Adjourn 3:00 PM

MNPS Annual Balance Statement as of 11/8/2024

Prepared by: Laurie Kurth

Year	CDs	Savings	Checking	Grants and Giving Fund	Total Assets*	Total Income	Total Expenses	Net Gain/Loss
<u>2024</u>	n/a	\$65,344.52	\$11,650.22	\$7,915.57	\$76,994.74	\$41,610.96	(24,761.25)	16,849.71
<u>2023</u>	n/a	\$54,356.81	\$17,367.36		\$71,724.17	\$42,806.02	(\$35,645.30)	7,160.72
<u>2022</u>	n/a	\$18,836.47	\$35,853.91		\$54,690.38	\$39,873.34	(\$23,898.15)	15,975.19
2021	n/a	\$18,821.56	\$32,679.34		\$51,500.90	\$26,441.31	(\$17,992.93)	8,448.38
2020	n/a	\$18,817.67	\$21,901.32		\$40,718.99	\$36,523.89	(\$33,421.84)	3,102.05
2019	n/a	\$18,805.84	\$18,845.53		\$37,651.37	\$15,424.54	(\$19,186.60)	(3,762.06)
2018	n/a	\$18,796.44	\$26,445.16		\$45,241.60	\$21,169.53	(\$19,098.80)	2,070.73
2017	n/a	\$18,789.41	\$20,057.51		\$38,846.92	\$27,488.37	(\$27,486.99)	1.38
2016	n/a	\$18,776.35	\$21,588.14		\$40,364.49	\$16,755.12	(\$15,448.07)	1,307.05
2015	n/a	\$18,770.70	\$20,842.02		\$39,612.72	\$21,734.63	(\$26,898.58)	(5,163.95)
2014	n/a	\$18,765.55	\$32,408.02		\$51,173.57	\$28,025.84	(\$34,261.59)	(6,235.75)
2013	n/a	\$18,759.02	\$24,782.59		\$43,541.61	\$34,679.92	(\$13,391.48)	21,288.44
2012	n/a	\$18,746.10	\$15,767.06		\$34,513.16	\$35,293.27	(\$42,239.19)	(6,945.92)
2011	n/a	\$33,647.55	\$7,640.20		\$41,287.75	\$17,127.48	(\$17,547.35)	(419.87)
2010	n/a	\$33,550.71	\$8,361.70		\$41,912.41	\$17,816.41	(\$18,414.32)	(597.91)
2009	\$20,146.52	\$13,197.62	\$4,886.07		\$38,230.21	\$22,337.87	(\$14,250.28)	8,087.59
2008	\$20,000.00	\$4,695.49	\$9,178.00		\$33,873.49	\$18,288.96	(\$18,110.16)	178.80
2007	\$16,172.00	\$4,186.00	\$16,498.00		\$36,856.00	\$17,835.00	(\$13,149.00)	4,686.00
2006	\$15,605.00	\$3,679.00	\$5,544.00		\$24,828.00	\$17,677.00	(\$11,297.00)	6,380.00
2005	\$10,605.00	\$3,806.00	\$3,338.00		\$17,749.00	\$11,111.00	(\$9,609.00)	1,502.00
2004	\$10,400.00	\$3,663.00	\$7,986.00		\$22,049.00	\$12,429.00	(\$15,487.00)	(3,058.00)
2003	\$10,319.00	\$6,125.00	\$4,125.00		\$20,569.00	\$12,744.00	(\$12,791.00)	(47.00)
2002	\$10,000.00	\$4,138.00	\$6,269.00		\$20,407.00	\$12,382.00	(\$11,353.00)	1,029.00
2001	\$10,000.00	\$11,564.00	\$301.00		\$21,865.00	\$9,170.00	(\$8,686.00)	484.00
2000	\$10,000.00	\$11,244.00	\$307.00		\$21,551.00	\$7,816.00	(\$6,410.00)	1,406.00
1999	\$10,000.00	\$8,865.00	\$891.00		\$19,756.00	\$9,039.00	(\$4,762.00)	4,277.00
1998					\$14,576.00	\$11,978.00	(\$10,912.00)	1,066.00
1997	\$4,050.00	\$10,600.00	\$1,300.00		\$15,950.00	\$6,019.00	(\$6,948.00)	(929.00)
1996	\$2,500.00	\$9,272.00	\$411.00		\$12,183.00	\$6,147.00	(\$4,746.00)	1,401.00
1995	\$3,000.00	\$6,320.00	\$277.00		\$9,597.00	\$6,172.00	(\$6,037.00)	135.00

	<u>Proposed Inc.</u>	<u>Income</u>	<u>Proposed Exp.</u>	<u>Expenses</u>	<u>Proposed Var.</u>	<u>Variance</u>	<u>Notes</u>
MNPS BUDGET SUMMARY							
General Fund	26700.00	32361.37	(35800.00)	(24769.23)	(9100.00)	7592.14	
Grants and Giving Fund	7100.00	9249.59	(6050.00)	(824.02)	1050.00	8425.57	
TOTALS	33800.00	41610.96	(41850.00)	(25593.25)	(8050.00)	16017.71	

GENERAL FUND

GENERAL OPERATING EXPENSES

	<u>Proposed Inc.</u>	<u>Income</u>	<u>Proposed Exp.</u>	<u>Expenses</u>	<u>Proposed Var.</u>	<u>Variance</u>
Membership	20000.00	21710.00	(5000.00)	(1177.38)	15000.00	20532.62
Dues and Fees	20000.00	21710.00	(1000.00)	(1177.38)	19000.00	20532.62
Chapter Portion	0.00	0.00	(4000.00)	0.00	(4000.00)	0.00
Newsletter	1000.00	660.00	(9000.00)	(9135.45)	(8000.00)	(8475.45)
Operating Budget	700.00	1761.37	(13100.00)	(9380.77)	(12400.00)	(7619.40)
Awards	0.00	0.00	(600.00)	0.00	(600.00)	0.00
Committees	0.00	0.00	(1000.00)	0.00	(1000.00)	0.00
Contracts	0.00	0.00	(6500.00)	(5753.00)	(6500.00)	(5753.00)
Board Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Interest	700.00	915.37	0.00	0.00	700.00	915.37
Website	0.00	0.00	(1000.00)	(695.75)	(1000.00)	(695.75)
Zoom	0.00	0.00	(800.00)	(684.70)	(800.00)	(684.70)
Donations	0.00	50.00	0.00	0.00	0.00	50.00
Publications	0.00	46.00	(500.00)	0.00	(500.00)	46.00
Operating Expenses	0.00	0.00	(200.00)	(247.32)	(200.00)	(247.32)
At-Large Expenses	0.00	0.00	(500.00)	0.00	(500.00)	0.00
Transfer between GF and G&G funds	0.00	750.00	(2000.00)	(2000.00)	(2000.00)	(1250.00)
GOE TOTALS	21700.00	24131.37	(27100.00)	(19693.60)	(5400.00)	4437.77
SPECIAL PROJECTS						
Annual Meeting	0.00	3272.00	0.00	0.00	0.00	3272.00
Plant Conservation Conference	5000.00	4958.00	(5000.00)	(4675.63)	0.00	282.37
Citizen Botany Project	0.00	0.00	(2500.00)	0.00	(2500.00)	0.00
MNPS Presents!	0.00	0.00	(1200.00)	(400.00)	(1200.00)	(400.00)
SPECIAL PROJECTS TOTALS	5000.00	8230.00	(8700.00)	(5075.63)	(3700.00)	3154.37
GENERAL FUND TOTALS	26700.00	32361.37	(35800.00)	(24769.23)	(9100.00)	7592.14

Beartooth Highway Signs - conservation committee

AA contract

note that website fees for 2023 were \$400, may need funds to update paypal fees in 2023 were \$788 no reason to expect change

GRANTS AND GIVING FUND

	<u>Proposed Inc.</u>	<u>Income</u>	<u>Proposed Exp.</u>	<u>Expenses</u>	<u>Proposed Var.</u>	<u>Variance</u>
INCOME	7100.00	9249.59	(300.00)	(74.02)	6800.00	9175.57
Donation	7000.00	7170.00	(300.00)	(74.02)	6700.00	7095.98
Other	0.00	0.00	0.00	0.00	0.00	0.00
Interest	100.00	79.59	0.00	0.00	100.00	79.59
Transfer between GF and G&G funds	0.00	2000.00	0.00	0.00	0.00	2000.00
GRANTS AND GIVING	0.00	0.00	(5750.00)	(750.00)	(5750.00)	(750.00)
Scholarships	0.00	0.00	0.00	0.00	0.00	0.00
Grants (Solicited)	0.00	0.00	(2000.00)	(750.00)	(2000.00)	(750.00)
Gifts (Unsolicited)						
MT Herbaria Donation	0.00	0.00	(2000.00)	0.00	(2000.00)	0.00
MT Audubon Donation	0.00	0.00	(1000.00)	0.00	(1000.00)	0.00
Other	0.00	0.00	(750.00)	0.00	(750.00)	0.00
Chapter Projects	0.00	0.00	0.00	0.00	0.00	0.00
GRANTS AND GIVING FUND 2024 TOTALS	7100.00	9249.59	(6050.00)	(824.02)	1050.00	8425.57
Carryover from previous year	0.00					
GRANTS AND GIVING FUND AVAILABLE FUNDS		8425.57				

MNPS Membership Report
 Submitted by Maria Mantas, Membership Chair

Membership update – This report was prepared on October 17, 2024 for the fall 2024 MNPS board meeting (November 9, 2024).

Membership statistics – Starting November 1st we are into a new membership year, meaning anyone who renews or joins from November 1st on will have their membership current until February 28, 2026. This time of year new memberships come in at a trickle, but we will still get some new members, especially after MNPS Presents Programs. **The great news this quarter is that we received 1 new lifetime membership**, so we are right on track with our projected one lifetime membership per year. Last year at this time we had 930 members (9 more than what we have today). Not a significant decline but this continues the decline noticed last year. I suppose we have either plateaued with statewide membership, or maybe even seeing a bit of a decline since the Covid era boost. Time will tell.

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

Number of Members – October 17, 2024						
<i>Chapters</i>	<i>Individual</i>	<i>Family</i>	<i>Lifetime</i>	<i>Business</i>	<i>Lifetime-Business</i>	<i>Grand Total</i>
Artemisia	37	8	3	2	0	50
Calypso	30	16	5	1	1	53
Clark Fork	150	70	34	6	2	262
Flathead	71	35	21	1	2	130
Kelsey	69	44	22	3	1	139
Maka Flora	15	8	2	0	0	25
Eastern-at-large	14	10	10	0	1	35
Western-at-large	16	8	8	0	0	32
Valley of Flowers	97	60	30	6	2	195
Grand Total	499	259	135	19	9	921
Exchange *	46					

*We track Exchange Member stats separately (exchange memberships are other native plant societies, libraries, herbaria, arboreta, and the like).

Table B. 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.

	<i>Art</i>	<i>Cal</i>	<i>CF</i>	<i>F</i>	<i>K</i>	<i>MF</i>	<i>E</i>	<i>W</i>	<i>VoF</i>	<i>Total</i>	<i>Exch</i>	<i>Date</i>
2023	44*	59	266	150	135	24	55	31	179	943	47	12/31/2023
2022		58	271	149	147	27	76	36	190	954	47	12/31/2022
2021		57	265	122	139	24	69	33	192	901	46	12/31/2021
2020		51	226	98	115	22	66	32	157	767	44	12/30/2020
2019		56	207	89	102	22	59	28	124	687	44	12/26/2019
2018		46	200	95	102	19	54	31	113	660	43	12/14/2018
2017		38	195	91	92	24	54	27	98	619	43	
2016		65	204	79	90	20	59	29	102	648	43	



Membership Discussion

Volunteer Check Box: Check your monthly membership lists to see who has checked the volunteer box. 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: On track.

Membership Brochures: I am planning on a new printing sometime this winter. I will need to update chapter area descriptions. If you see any other needed edits, please let me know. Also, if you have any old brochures lying around (with the old dues rates) please discard. I am still getting renewals from them.

New Membership Database Platform: Still no progress here regrettably. We really need to do it as we have run into problems using the current system.

Mass Emails to Membership: Because only a few of us have access to the statewide membership list, membership wide mailings often falls on me, which is an addition to all the membership duties. To make this less painful, I ask that if you anticipate a member wide mailing you contact me well in advance and we can make a plan. Please don't expect me to send out a mailing if I only have a few days notice.

DONATIONS

As of this report (10-17-2024) we have received **\$7,020** from **110** donations this fiscal year. Last year at about this time we received \$6,620 from 108 donations in, so we are a bit up from last year (my numbers may be a bit different than Laurie's). It's comforting to know that our membership continues to show consistent support in donations, above and beyond membership dues. Please refer to your monthly membership list for the list of donors. It's always good practice to reach out and thank these people when you have the opportunity.

Giving Tuesday – I would like to ask the board if we would like to send out another solicitation for donations on Giving Tuesday. If so, I would appreciate if someone (Pres? VP?) prepare text for an email that I can send out on the day.



Submitted by Carol Goffe, webmaster

Website update: This report was prepared on 11/3/24 for the Nov 9, 2024 Fall board meeting

Three things to report:

- 1) At the behest of Cedar Mountain Software, we have transitioned away from working with them as our website host, to The406 Collective, another Missoula-based software company. Cedar Mountain is getting out of general website hosting in order to specialize in supporting PantrySOFT, an application they developed for managing food pantries.
- 2) A Calendar of Events is now posted on the website to help us keep track of what's going on and publicize events. Unfortunately, it doesn't happen by itself! Someone has to post things to the calendar. Let either Leah or me know. Or maybe you'd rather post them yourself? Let me know & we can make that happen.
- 3) We've set up a free (since we're a nonprofit) Google Workspace account to provide us with a commercial email account. This type of email account is needed to work with "Sender," an outreach email program similar to MailChimp, which provides us the ability to email the entire membership at once and create templates with links & photos.

The free Google Workspace comes with 100 TB of storage, the possibility of 2000 users, Google Earth & Maps, live "chatting" & other collaboration options.

One option is GoogleMeet, a video-sharing platform (similar to Zoom) limited to 100 viewers with our free account. From what I could see from our Zoom records – available for only the last 15 months – we've had 3 presentations with more than 100 viewers: 104 in March 2024, 128 in Jan 2024 & 222 in Nov 2023.

We could add a Teaching and Learning Upgrade to our Workspace account to get 250 viewers, which looks like it would cost ~\$5/month; or we could add a Business Plus upgrade to get 500 viewers which looks like it would cost ~\$5/month/user. (We'd need at least need 3 users – Leah, Alexandra & me – so that would be \$15/month, a substantial savings over the \$50/month minimum we pay for Zoom ... assuming I'm understanding this correctly.) However, since we haven't even *tried* this, we certainly would want to test it to see how it works for us, before plunging into something new.

I don't know if any of this is going to help, but there it is, available to use. If nothing else, the storage is eye-popping!

Google Workspace & GoodStack, another application (which had to be set up to verify our nonprofit status) both offer some kind/s of help for nonprofits in soliciting for donations & working with donors – aka CRM (customer relationship management). I don't know if what they have to offer will be useful to us, but if you're interested in finding out, contact me & we'll explore the options.

October 21, 2024

Dear MNPS Board Members,

Due to family circumstances beyond my control, I will need to resign from the position of Conservation Committee Chairperson. Jennifer Lyman and I have shared coordination of the chairperson position for the last three years. I have shared with Jennifer the possibility of this occurring and she expressed that while working together well, neither of us can chair this important MNPS Committee by ourselves. In the past few years, since his retirement from Conservation Chair, Peter has also provided much support and encouragement. The role of this MNPS committee has grown and has great potential to expand.

Roles of the Conservation Committee

Citizen Botany: The Conservation Committee has initiated and helps to represent the Citizen Botany Program. This has been an important outreach to MNPS members which engages them in the revalidation effort for rare plant element occurrences. The revalidation effort is essential to understanding rare plant status within Montana. The evaluation of the pilot program will be written up this fall. The lead writers of the evaluation will be Andrea Pipp and Kenda. I will provide a review of their document. A subcommittee has been formed to address next steps to further Citizen Botany efforts in the future. MNPS Webmaster Carol is also working with us in this effort.

Montana Native Plant Conservation Strategy: As chairperson and before that mentoring with Peter as co-chair, I was also a member of the core team that helped to develop our “Montana Native Plant Conservation Strategy.” The Strategy is now available on the Montana Natural Heritage Program website. This document is not static. Additional “Plant Communities of Greatest Conservation Need,” and “Unique Habitats of Greatest Conservation Need,” write-ups need to be developed. The “Vascular Plant Species of Greatest Conservation Need,”

will need periodic review. As described in the Strategy, the further development of this document will be addressed on the second day of the Plant Conservation Conference.

Native Plant Conservation Conference: Our next Plant Conservation Conference is scheduled to occur in April of 2026 in Missoula. This has been an important venue for information exchange between land managers, our universities, and students. The second day provides a forum to address rare plant species lists, Important Plant Area nominations, and now the Conservation Strategy with field botanists. This conference is a very valuable contribution of MNPS. We have received resource agency support for the conference from the USFS, NRCS, BLM and from nonprofits like the Nature Conservancy. The organization of the conference is a primary responsibility of the Conservation Chairperson. The local chapter also provides valuable logistical support.

Land Management Action Reviews: The Conservation Committee, or mostly the chairperson and co-chair provide letters addressing current land management activities which have effects to rare plants, plant communities of concern, and/or invasive species. At this time, I need to write a letter to the city of Three Forks regarding a flood mitigation project which will impact Ute Ladies Tresses. We will be requesting post construction monitoring. The Clark Fork chapter is providing input into the Lolo National Forest Plan Revision. Last week I received a request from the U.S. Fish and Wildlife Service regarding a status review for *Physaria pachyphylla*. The later request will be forwarded to species experts, like Peter.

Montana Species of Concern List and Important Plant Area Program: The MNPS list of Species of Concern threat assignments need to be updated. As a Society, we have maintained a list of plants in which our selection criteria differs from the list developed by the Montana Natural Heritage Program. There is merit to the differences between the two

lists. However, we have not yet been able to update the MNPS list. That is a fall/winter task I will not be able to complete at this time.

In addition, we have started to coordinate our Important Plant Area program with PlantLife International. This is mainly keeping our updated list current with the international effort. Jennifer and I are coordinating an IPA proposal for the Line Creek Plateau, located in the Beartooth.

(This past weekend I was able to discuss both our needed update to the Species of Concern list and the Important Plant Area program with Scott Mincemoyer. He graciously offered to help with both endeavors. If possible, he will help with our second day of the Conservation Conference as well. Scott as a previous State Heritage Botanist is still actively engaged with plant mapping, vegetation assessments and all things botany in Montana. He has offered to help with the organization of the second day of the Conservation Conference. Thank you Scott!)

Kelsey Conservation Corner; Conservation issues have been identified as a key area of interest for our membership. I believe the Conservation Corner needs to be a part of our newsletter. I am planning to write an article with Rob Fimbrel, (we were both core team members) with respect to the Conservation Strategy. Our last article was about the Spalding's Catchfly recovery efforts. I don't think the chairperson needs to write all the articles. It would be good to brainstorm a potential list of topics and authors.

Beartooth Interpretive Sign; Jennifer and I are continuing to work with the USFS regarding interpretive opportunities for the Beartooth Highway. Jen wrote an MOU to guide our work with the Forest Service. We are working with a new District Ranger, Amy Haas and recently assigned Forest Botanist, Susan Digiacomia on the project. We have a meeting planned for February to discuss sign content and potential design. Jane Fournier, Denise Montgomery, Jen, and myself are trying to coordinate on design elements and potential drawings /photographs for

the sign. I may be able to approach the American Society of Botanical Artists for a matching contribution for the project. I would like to continue with this project.

Other Opportunities: It has been suggested that the Conservation Committee could also form a pollinator subcommittee to help coordinate MNPS membership with other pollinator efforts in the state. To some extent, on an individual chapter basis this may be already occurring. As an example, the Valley of Flowers chapter has promoted membership participation with the Western Bumblebee Atlas program. As a statewide group we have promoted pollinator gardens. It may be the time to choose a representative from each chapter to form objectives for a pollinator subcommittee and share information about opportunities for membership involvement.

While arranging for speakers for the 2024 Plant Conservation Conference I felt that we were missing an opportunity to bring in speakers to address the use of native plants in restoration of mining operations across the state. At the last minute I had the opportunity to speak with Richard Proegers, a Montana consultant who has completed various restoration efforts. It was too late to incorporate Richard into our 2024 program. There is an opportunity to create an MNPS presents program to highlight his efforts. Perhaps we could be part of an attempt to develop a manual of techniques and native plants that are used in mining associated reclamation. Some MNPS members that have a wealth of expertise include our president Robert Pal, Mark Majerus, Patrick, and Lesley Randall.

Steps Toward a Chairperson Replacement

I would recommend designating subcommittees within our Conservation Committee to work through some of the topics discussed. While working as a botanist for the USFS we designated individuals across the forest and/or region to form a Center of Excellence Group that could field specialized topics such as lichens, or restoration with native plants and seed collection. This may be a possibility with our chapters. At least

we could identify chapter members that are willing to champion Citizen Botany, pollinator projects or other key topics. Perhaps we need at least two zoom meetings with chapter representatives to discuss the responsibilities of the Conservation Chair and potential subcommittees. The first meeting or letter would identify the need to re-organize and the second meeting could be a Zoom platform to discuss chapter thoughts and ideas on this topic.

Peter has expressed to me the best approach to identify a new Conservation Committee chairperson is to identify people within the organization and talk with them personally. There are really two tasks here, 1) finding a new chairperson and 2) re-organizing the committee to best address the workload and opportunities.

For now, Citizen Botany, MNPS list revision, and covering our response to land management issues and native plants are key concerns for the Conservation position. Jennifer and I will continue working with the Beartooth Interpretive Signage Project. I know that I would like to stay involved with the Conservation Committee to the extent possible. I also realize with my family considerations and other obligations that I cannot continue to be a chairperson.

I really appreciate the opportunity I have had to actively participate with you as a chairperson. MNPS is an amazing group and I remain committed to your mission.

Thank you,
Elizabeth Bergstrom

Administrative Assistant Update
To: MNPS Board of Directors
From: Kenda Herman
November 9, 2024

Please reach Leah for admin support! This is Leah's 'slow' time- and she is a bit under budget for 2024. Specific requests to do things like design a poster or volunteer application or spread the word about Kelsey submissions, etc, are really welcome and helpful.

Social Media Content- Chapter Activities

Winter is a great time to reach people on social media with stories, successes, and celebrations from our members. Please don't hesitate to send Leah photos and stories that you would like to share. Nothing too small- just a picture and a caption gives her a means to send an update worth a scroll. This is more of a need than a want. The social media updates broadcast our message to a broad audience, increase participation in field trips, push membership, thank presenters and recruit volunteers. The content can also be used on the website, appear on posters, and re-appear to advertise regular events.

- Karen's Calypso update shows two perfect examples of what Leah needs: a photo and a sentence covering Tom Elpel's walk and the dying workshop.
- Should Leah send a monthly "request for content" email to Chapter Reps? Other ideas on how to make it a habit?

Leah's society email is the preferred place to get this info: leahg.mnps@gmail.com

2025 Contract Renewal

Leah began working for MNPS in June of 2023 as Administrative Assistant serving as the Organization's first paid supporting role. Leah has reached an efficient routine with her schedule of monthly communication, maintenance and update tasks. And, she has overcome much of the learning curve required to support a variety of work demands. Renewal of Leah's contract is upcoming and deserves an update. A dedicated effort to gather agreement on specific objectives will improve planning, minimize time expense on coordination and avoid duplicate effort.

The existing Administrative Assistant contract (attached) outlines a general structure of work priorities and timeframes. In order to operate efficiently and foster clear communication, we aim to articulate a more detailed scope of work in the 2025 contract. In addition, we aim to outline Leah's task delegations during the calendar year- and keep an updated document available on Drive. This document will summarize her workload calendar and show gaps when she can accommodate special projects or supplement unexpected time demands. Looking forward, the record will also help drive decisions as demands on the Admin Assistant's time evolve.

Feedback from the board is needed to clarify areas of administrative support, including:

- Grants and Giving
 - Support from the Administrative Assistant is identified as a necessary work focus
 - The Grants and Giving chair position has remained vacant since the new program was approved by the Board, and we have been unsuccessful at filling this position.
 - The AA could lead the coordination of this committee and steer overall function until a chair is found- or indefinitely.
 - Feedback from the Grants and Giving committee is needed to plan accordingly.
- Key Events: Annual Meeting and Conservation Conferences
 - Direction from Maka-Flora Chapter about how to best benefit Annual Meeting planning (as these come into focus).
 - Information from the Conservation Committee about admin support needed during a non-conference year.

- Administrative Assistant Contract Manager
 - The Administrative Assistant is a vital part of the MNPS team and is involved in multiple functions that make the Organization run smoothly. Membership is the foundation of MNPS and was a primary reason we've hired an Administrative Assistant. We propose to change the Manager of the contract from Vice President to Membership Chair. This will save time and reduce duplicitous communication. The current membership chair is agreeable to this change.
- Treasurer
 - Is it possible to set up a direct deposit to streamline this regular expense?



MONTANA NATIVE
PLANT SOCIETY

P.O. Box 8738 Missoula, Montana 59801
www.mtnativeplants.org

Independent Contractor General Agreement

This Independent Contractor General Agreement is entered into between **Montana Native Plant Society (MNPS)** and the **Contractor** identified below as of the date written below.

This AGREEMENT made **December** xx, 2023.

CONTRACTOR:

Company Name:	
Address:	
City, State, Zip:	
Contact Person	
Phone:	
Cell phone:	
Tax ID #	

Montana Native Plant Society and Contractor agree as follows:

- Description of Work and Payment.** Contractor shall perform the work and receive payment as described in the **Supplemental Agreement** attached hereto and made part of this Agreement. Payment will be made within 30 calendar days upon the basis set forth in the **Supplemental Agreement**. Upon satisfactory completion of the contract a final payment will be made. Nonproductive time, such as, but not limited to, service time, repair time or time lost by reason of a breakdown, shall not constitute actual operation, and Contractor shall not be entitled to payment for such nonproductive time.
- Duration.** The Work shall begin effective on the date of the execution of this Agreement. Contractor shall perform the Work as described by MNPS and continue until the completion date or the Contractor and MNPS have mutually agreed to terminate this Agreement, or the Agreement is otherwise terminated as provided herein. See Section 10. Termination. Completion date shall be December 31, 2024.

This agreement may be extended annually by mutual agreement of both parties. Continuation of the contract will be dependent on a satisfactory Contractor Review and available budget. A Contractor Review will be completed no later than December 15th of the contract ending year. Terms of this agreement will be reviewed annually by the MNPS Board of Directors.

3. **Materials.** Contractor shall provide and use their own computer, printer, internet service, and utilities. Other materials and supplies, such as paper, ink, envelopes, postage, etc. will be reimbursed by MNPS. Reimbursables must be itemized on the monthly invoice with copies of receipts.
 4. **Performance Standards.** Contractor will perform the Work in an expedient, economical, and professional manner, maintaining a standard of care, skill, and diligence in performance of the Work typically exercised and observed by qualified persons engaged in the provision of services the same as or similar to the Work. Contractor will perform Work to a standard satisfactory to MNPS. MNPS will have the right to inquire about or inspect Contractor's work at any time, without notice, and for any purpose.
 5. **Safety.** It is emphasized that safety is a prime concern of the parties to this Agreement. Contractor shall conduct the contract work in a safe manner and shall comply with all laws, rules, and regulations relating to the safety of persons and property. Contractor accepts responsibility to prevent accidents and shall be solely responsible for their own protection and safety. Any violation by the Contractor of laws, rules, or regulations relating to the safety of employees or others shall constitute a breach of this Agreement.
 6. **Compliance with Law.** Contractor shall comply with all federal, state, and municipal laws and all rules, orders and regulations of any governmental agency, applicable to Contractor's operations, including but not limited to:
 - (1) Social Security Act and comparable state laws, and all amendments thereto and rules and regulations issued thereunder;
 - (2) Federal and state laws and rules, orders, and regulations of any government agency concerning safety.
 7. **Indemnification.** The Contractor shall indemnify and hold harmless and defend MNPS from and against all claims, damages, losses, and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the Work, caused in whole or in part by negligent acts or omissions of the Contractor, its employees, agents, or Subcontractors, or by anyone directly or indirectly employed by them, or by anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by MNPS.
-

8. Insurance.

Contractor shall comply with all laws of the State of Montana, and the United States relating to workers' compensation, occupational disease compensation, and unemployment compensation.

It is recommended that the Contractor carry a Commercial General Liability Insurance policy.

9. Independent Contractor. The parties hereto stand in the relationship to each other of independent contractors. The Contractor is contracting independently with the Company. The Contractor is engaged in an independent established trade or business, and under the terms of this contract, the Contractor is free from any direction or control by the Company over the performance of the Work required under this contract except as described herein.

10. Termination of Agreement. In the event either party shall fail to perform this Agreement or any part thereof and in the manner specified, the other party may at its option give written notice to the other of its intention to terminate this Agreement. If the breach complained of in said notice is not corrected within said period, the Agreement shall terminate at the end of said period.

11. Entire Agreement. This Agreement constitutes the entire agreement between parties and supersedes all prior negotiations, understandings and agreements, if any.

12. Assignment. This Agreement shall be binding upon MNPS and the Contractor and their respective successor and assigns. None of the rights and obligations of the parties hereto may be assigned without the express written consent of all parties.

13. Modification. This Agreement cannot be altered, modified, extended, or deviated from, unless such alteration, modification, extension, or deviation shall be in writing and signed by the parties hereto.

The parties hereto have executed this Agreement as of the date first above written.

CONTRACTOR: _____

COMPANY: _____

Montana Native Plant Society

Montana Native Plant Society
P.O. Box 8783, Missoula, MT 59807
SUPPLEMENTAL AGREEMENT
(Independent Contractor General Agreement)

This Supplemental Agreement, incorporates the terms and conditions of the General Agreement between Montana Native Plant Society (MNPS) and _____, Contractor, dated through December 31, 2024. Together these shall be the sole documents of agreement between the named parties.

Compensation

MNPS agrees to pay Contractor \$22.00 per hour for work performed for MNPS, not to exceed \$5000 in year 2024. The position requires an average of approximately five hours per week.

Description of Work

Primary duties are outlined below and broken out as monthly tasks at the end of the contract:

- **Communications (40% of time)**
 - Maintain Facebook, Twitter, Instagram, etc. using established strategies for attracting, educating, and engaging followers.
 - Maintain an email account for grant proposals and other communications.
 - Digital presentations: Help plan, advertise, host, coordinate with others (chapters, Audubon, etc.), and manage recordings.

 - **Maintain MNPS Website and Facilitate Online Presentations (30%)**
 - MNPS Presents – Online Programs Page Updates
 - E-mail membership re upcoming program
 - Keep web pages up to date, adding Kelseyia issues, grant openings, officer candidate information, etc.
 - Coordinate with chapter heads to update chapter pages
 - Mount information/registration pages for Annual Meeting and Conservation Conference

 - **Maintain Membership and Donation Records (15%)**
 - Update member/donor database weekly
 - Send welcome e-mail to new members
 - Send personal thank you notes to major donors
 - Send lists of new members to chapter representatives
 - Send out tax letters annually

 - **Other Tasks (15%)**
 - Help prepare grant solicitations
 - Announce grant availability on social media, mailing lists, website, etc.
 - Help organize grant and scholarship applications for committee review.
 - Prepare letters to inform applicants if their grant or scholarship was awarded or not and any stipulations.
 - Assist a volunteer leader with at least, one participatory Social Media event each year e.g., March Wildflower Madness, Grass Trivia, or Glacier Wildflower Trivia.
 - Coordinate with the Landscaping Committee Chair to update the Source Guide.
-

MNPS Presents!
Report to the MNPS Board - Nov 2024

Alex Brown has officially taken the reins as the *MNPS Presents!* Program Coordinator. This is our fifth season. Online programs will *generally* be the third Tuesday of the month, Oct - March on Zoom. This was set up to avoid conflicts with monthly chapter meetings as much as possible. Please contact Alex with any ideas for possible statewide speakers. We offer each a \$200 honorarium.

October 15 - Our first monthly Zoom program was *BLM work supporting the National Native Seed Strategy and Rare Plants*, with Wendy Velman, Botany Program Lead for Montana/Dakotas BLM. Alex hosted for her first time. About 50 people attended.

The schedule for our November - March programs is in the table below. Again, as a new member of MNPS, Alex welcomes your support in providing programming ideas (alexandra.l.brown@gmail.com).

October 15	Wendy Velman
November 19	Sharon Eversman (?)
December 17	Michael Butts
January 21	Lila Fishman
February 18	Andrea Pipp
March 18	Molly Anton (?)

Submitted by Beth Madden (outgoing) and Alex Brown (Coordinator), Nov 1, 2024

Calypso Chapter Report to MNPS Board
Catherine Cain & Karen Porter
November 9, 2024

During the 2024 summer/fall season, Calypso **held 3 of its 5 scheduled field trips** and **conducted its annual weed pull** commitment to the Adopt A Trailhead Montana program. While the weed pull was well attended, in cooperation with the Butte District of the USFS, the field trips were only sparsely attended, and the two mid-week evening trips were cancelled. We plan to assess our field trip offerings at our annual chapter meeting in December and try to learn what field trips best fit what members want and would support.

Two Chapter events that had wide support:

Edible Wild Plant Exploration (June 22-23). Participants walked with expert Tomas J. Elpel through meadows and woodlands, learning to identify edible and medicinal plants and the techniques and essential guidelines for ethical foraging. Tom offered this two-day class to MNPS members at a discount. ~20 total MNPS members in attendance.

Workshop. Co-hosted with the US Forest Service, this workshop guided participants in developing a dye notebook using various plant dye materials including lichens, acorns, bark, leaves, flowers and berries, and fabric samples including cotton/wool yarn, wool batting for felting and silk/cotton. They discovered how different fabrics interact with different plants related to the pH of the dye. 18 in attendance.

Calypso's final event of the year will be our **Annual Potluck and Planning Brunch** on Sunday December 1st, at the Divide Grange. We will gather to celebrate the season, enjoy a meal together, and plan the trips and events we will offer in 2025.

Kelsey Chapter Report to MNPS Board
Elena Johnson
November 7, 2024

During the 2024 summer/fall season, Kelsey Chapter held three events:

- Botanical Sketching Workshop: Five people attended a botanical sketching workshop led by Jane Fourier and Connie Geiger. There is interest in a regular, monthly sketching outing next year.
- Macro Photography: Two people joined Matt Stewart for a plant photography event in Great Falls. It turned out to be good preparation for a subsequent event – perhaps in Helena.
- Native Plants tour at Private Stock Peonies: Bryan Flynn hosted a tour of his native plants garden at his peony farm in Townsend, MT.
- Lewis and Clark Pass field trip with Klara Varga in June

Kelsey Chapter also assisted with the following native plant projects during the 2024 summer/fall season:

- Analysis of native plant garden at Plymouth Congregational Church: Mark Majerus prepared a map and analysis of the existing vegetation on the site, indicating areas of predominantly native plants and those areas that are primarily non-natives. Paster Wei and the church will decide what actions they want to take as a result of Mark's analysis.
- 6th Ward Garden Park: Mark Majerus has lead management of the native plants section at the 6th Ward Garden Park in Helena, MT. Informational signs have been added to the park and Mark has encouraged the park advisory council to do more publicity for the park.
- MWCA conference in Great Falls: Our chapter connected conference organizers with Wayne Phillips to do a native plants presentation at the 2025 conference.
- Jane Fourier is creating a native plant roots graphic that represents native plants of our region.

Upcoming Activities for 2025 winter/spring

- Seed starting workshop (winter)
- Natural design workshop (early spring)
- Boot cleaning stations for local trails to prevent spread of noxious weeds
- Invasive plant management presentation (TBD)
- We will use our November and December committee meetings to set goals for 2025 and strategize on how to increase member engagement.