



CNPS Chapter Council Meeting Minutes

December 4, 2021 zoom meeting hosted by Judy Fenerty, CNPS Chapter Council Chair

By Marty Foltyn, CNPS Chapter Council Secretary
DRAFT FOR Chapter Council Delegate review 12-10-2021.

Final approval:

Date:

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Meeting called to order at 9:04 am PT on December 4, 2021

1. Attendance

a. Roll Call of Delegates

Chapter	Delegate Name (as listed in CNPS Directory 9/12/2021 with additional names added by Judy Fenerty)	Voting Delegate Name (Yes - Present)
Alta Peak (AP)	Cathy Capone Barbara Brydoff, alternate	Yes - Barbara
Baja California (Baja)	Cesar Garcia Valderrama	
Bristlecone (BC)	Stephen Ingram	Yes - Stephen
Bryophyte (BRY)	Brent Mishler, James Shevock (Alt.), Paul Wilson (Alt.)	Yes - Brent
Channel Islands (CI)	Patt McDaniel, Andrea Adams-Morden (Alt.)	Yes - Patt
Dorothy King Young (DKY)	Nancy Morin	Yes - Nancy
East Bay (EB)	Beth Wurzburg, Judy Schwartz (Alt.)	Yes - Beth
El Dorado County (ED)	Alice Cantelow, Susan Britting (Alt.)	Yes - Alice
Kern County (KE)	Rich Spjut, Suzanne Weller (Alt.),	Yes – Rich
LA/Santa Monica Mtns (LASMM)	Snowdy Dodson, Bill Neill (Alt.)	Yes – Snowdy
Marin County (MAR)	David Long, Laura Lovett (Alt.)	Yes – David
Milo Baker (MB)	Liz Parsons	Yes – Liz
Mojave Desert (MD)	Arch McCulloch, Dru Coiner (Alt.)	
Monterey Bay (Mbay)	Brian LeNeve, Rosemary Foster (Alt.)	Yes – Brian
Mount Lassen (ML)	David Popp (Delegate) Woody Elliott, Anne Ferry (Alt.), Nancy Praizler	Yes – David
Napa Valley (NV)	Stephen Rae	
North Coast (NC)	Larry Levine	Yes – Larry
North San Joaquin Valley (SJ)	Jim Brugger	
Orange County (OC)	David Pryor	Yes – David
Redbud (RB)	Shane Hanofee	Yes – Jeanne Wilson
Riverside/San Bernardino (RSB)	Arlee Montalvo, Katie Barrows (Alt.)	Yes - Arlee
Sacramento Valley (SAC)	Ellen Pimentel, Janet Koster (Alt.)	
San Diego (SD)	Frank Landis, Marty Foltyn (Alt.)	Yes – Frank

Chapter	Delegate Name (as listed in CNPS Directory 9/12/2021 with additional names added by Judy Fenerty)	Voting Delegate Name (Yes - Present)
San Gabriel Mountains (SG)	Helena Bowman, Cliff McLean (Alt.)	Yes – Helena
San Luis Obispo (SLO)	Melissa Mooney, Bill Waycott (Alt.)	Yes – Melissa
Sanhedrin (SAN)	Andrea Davis, Jennifer Riddell (co-Presidents)	Yes – Andrea
Santa Clara Valley (SCla)	Vivian Neou	Yes - Vivian
Santa Cruz County (SCruz)	Lucy Ferneyhough, Karen Hildebrand (Alt.)	Yes – Lucy
Sequoia (SEQ)	Reece Riley	
Shasta (SH)	David Ledger	Yes – David
Sierra Foothills (SF)	Open	
South Coast (SC)	David Berman, Cris Sarabia	Yes – David
Tahoe (TA)	John Roos, Brett Hall (Alt.)	Yes – Brett
Willis L. Jepson (WLJ)	Mary Frances Kelly-Poh, Kathleen Catton (Alt.)	
Yerba Buena (YB)	Paul Bouscal, Eddie Bartley	Yes - Paul

Quorum present.

b. Other Attendees

First Name	Last Name	Title or Affiliation	CNPS Chapter
Andrea	Adams-Morden	Chapter Council Alternate	Channel Islands
Ann-Marie	Benz	Horticulture Programs Manager	Milo Baker
Orchid	Black	Parliamentarian	SGM/RSB
Natalia	Blackburn	Member	El Dorado
Cathy	Chambers	Member	East Bay
Sylvie	Childress	Santa Cruz Chapter Conservation Chair, Board Member	Santa Cruz
Andre	Clemente	Accounting and HR Manager	Central Office
Sally	DeBecker	President	East Bay
Woody	Elliott	CC Vice Chair	Marin
Julie	Evens	Program Director	Sacramento Valley
Judy	Fenerty	Chapter Council Chair	Santa Clara Valley
Marty	Foltyn	CNPS Chapter Council Secretary	San Diego
Susan	Gallaughher	Membership Chair	Shasta
Vern	Goehring	Volunteer/Member	Sacramento Valley
Steven	Goetz	President	Willis Linn Jepson
Natasha	Granoff	Board member	Milo Baker
Shane	Hanofee	Chapter Delegate/Vice President	Redbud
Dee	Himes	Chapter and State Board member	Santa Clara Valley
John	Hunter	Secretary, Board of Directors	Sacramento Valley
David	Magney	Special Projects Program Manager	CNPS Staff
Mary	Montes	Vice President	LA/SMM
Cristian	Sarabia	Board President(state)	South Coast
Vince	Scheidt	Executive Director, Interim	San Diego
Steve	Schoenig	Treasurer	state board member
Judy	Schwartz	Past President, alternate delegate	East Bay
Aaron	Sims	Rare Plant Program Director	CNPS Staff
Wendy	Smit	President	Milo Baker
Radhika	Thekkath	Board member	Santa Clara Valley
Bill	Waycott	VP	SLO
Andrea	Williams	Director of Biodiversity Initiatives	Central Office Staff/East Bay
Brock	Wimberley	Senior Operations Director	CNPS Staff Central Office
Jessica	Woodard	Calscape Product Manager	CNPS Staff Central Office

2. Introduction, Welcome, Announcements (Judy F./Marty F.)

- Judy Fenerty welcomed delegates and guests and shared the agenda which is located at <https://cc.cnps.org/home/chapter-council-december-4-2021/agenda-chapter-council-december-4-2021/>
- Judy noted that everything is moving to the new Chapter Council website site <https://cc.cnps.org>
- A note from the Chapter Council Secretary – as a convenience, highlights of action items and items of information to Delegates and Chapters recorded in these minutes are highlighted in **aqua**.

3. Secretary's Report (Marty F.)

- No changes or comments were received to the September 2021 meeting minutes before today's meeting.
- No comments/changes were received at the 12/4/21 Chapter Council meeting.
- Motion to approve the September 11, 2021 Chapter Council meeting minutes made by Beth Wurzburg. Seconded by Vivian Neou. Minutes approved by acclamation, with Frank Landis abstaining.
- Approved minutes have been forwarded to be posted to the Chapter Council December webpage.

4. Interim Executive Director update – Vince Scheidt

- Vince mentioned the CNPS QUARTERLY PROGRAM UPDATE | DEC 2021 and encouraged all to read it. It is located on the website <https://cc.cnps.org/wp-content/uploads/2021/CC-1204/12-1-21-CNPS-Quarterly-Program-Report.pdf>
- Highlights include
 - Organization continues to grow with new hires. Now seeking a People Operations Coordinator (job opening just posted). Can view announcement on <https://www.cnps.org/about/jobs>
- Continuing with the Executive Director search. First round of search did not result in a candidate being selected. Vince is continuing as the Interim Executive Director.
- Question on membership. Vince responded that there are approximately 11,000 CNPS members at this time. There is a membership section in the Quarterly Program Update. CNPS is re-evaluating the membership structure to increase our membership.
- Alice Cantelow noted that she has noted pushback from older members on what CNPS is doing at the state level. Much is negative feedback with the feeling like the state is overarching and going where chapters were.
 - Vince and Judy asked for updates and specifics.
 - Cathy Capone said she is very interested in these discussions as the Chapter Council Representative to the Board
 - Arlee Montalvo commented in the chat - Our Riverside-San Bernardino Chapter appreciates the extended help that state CNPS is providing to chapters.
 - Frank Landis commented in the chat - Over the years, I've periodically had to do chapter-level education on what the state organization is, what it does, and what the chapters are in relation to it. In the absence of this, people in the

- chapter create a narrative that the chapter is an independent organization and the resent the state as taking the powers they assume they have.
- Brian LeNeve said that he has concerns on hiring and that with all the new hires there are not things for chapters to do. He would rather see an increase in subvention to support the chapters as much of the local work is done by volunteers and there is no time/money to do that. Members of chapters are the ones who are giving the donations.
 - Cris Sarabia commented in the chat - There is a lot of work that volunteers can do. Please have them reach out if they don't have things to do.
 - Judy Fenerty noted there can be more discussion later with the Treasurer. She has asked for a larger stipend for chapters to host Chapter Council meetings.
 - Arlee Montalvo commented in the chat - Our RSB Chapter needs volunteers for plenty of work not covered by the state CNPS, yet we have a very hard time recruiting volunteers to take board positions.
 - David Popp said that CNPS is going through change and we need to work through the problem.
 - Jeanne Wilson commented in the chat - It seems that responsibilities imposed on local volunteers keep getting more burdensome, time-consuming and complex (for example, responsibilities of Chapter Presidents, Treasurers, and Field Trip, Membership, & Education chairs).
 - Judy Fenerty commented in the chat - Staff and volunteer leadership can work on some text about how state staff is supporting chapters.
 - Vern Goehring commented in the chat - Maybe staff needs to prioritize identifying ways to use volunteers in accomplishing their work.
 - Frank Landis said that we should not promise something we cannot deliver. Work until burned out and then leave. No need to do that. We need a mechanism for training for conflict resolution.
 - Lucy Ferneyhough commented in the chat - We do need to address the issue of chapter resources though. I think what Brian was getting at was something we in Santa Cruz are also facing- not having the resources to grow our chapter and increase leadership because of the heavy load of basic functions left on the small number of participating members. Chapter support staff by region? Not sure how to move forward with this but we should probably put together a group to work on this because it seems to have been an issue for a while.
 - Patt McDaniel commented in the chat - I appreciate Brian's input, being involved for over 35 years. I would say that I like what a lot of the new employees are doing but they tend to 'leave the chapters in the dust'. They could have a greater appreciation of the chapters and incorporate them in what they are doing. Sometimes things are done in my chapter area and related to my official chapter position and I am not in the loop. I was disappointed that there was no mention of chapter support and inclusion in the strategic plan.
 - Alice Cantelow commented in the chat - Actually, much of what others just discussed re: volunteers at local level feeling pushed aside, also applies to many of our old members. I think this is a big topic - the chapters vs staff and how we all fit together. It does seem that staff runs the organization, and then

- tells us what they've come up with and what we should now implement. There does not seem to be a dialog with chapters, just a here's what we're doing (such as wreath contest) now spend time at your chapter to promote it.
- Aaron Sims said he has sent a poll to chapter chairs – for rare plant involvement. Calling is a great way to get a hold of him also as he often receives too many emails to be able to respond quickly enough. 805-458-1012
 - Vince asked for all to call him with concerns. He will be glad to talk with everyone. 858-336-7106
 - Judy would like to see a way to continue this discussion
 - Woody Elliott asked for comment on Vince's role and how the search will evolve:
 - Vince responded that the Executive Director position is very important as the point person for the organization to the public. The Committee is pushing hard on the search.
 - Marty Foltyn said that she is the Chapter Council representative on the Executive Director search committee.

5. Board Report (Cris Sarabia, Cathy Capone, David Pryor)

- There is a written report [Dec 3, 2021 CNPS Board of Directors Meeting Notes](https://cc.cnps.org/) attached to the agenda at <https://cc.cnps.org/>.
- David Pryor discussed all the work the various board members are doing. Examples include:
 - Christina Toms is coordinating wildflower tours via mountain bikes
 - Lucy doing many good things at the Santa Cruz Arboretum
 - Can adopt a goat – see Cris!
- Much thanks to Cris Sarabia on his volunteer leadership from all members of the Board.
- Cris Sarabia reported on the DEIJ diversion equity inclusion and justice issues. CNPS is engaged with Avarna Group. A vision statement has been drafted and feedback is being collected from staff, board, and committee, as well as consultants from Redbud Resource Group and Avarna.
 - Expected release of the statement is in Spring 2022. The Group is now meeting every two weeks again.
 - Question from Judy on resolution being passed at the September 2021 Council meeting. Cris responded that they are holding on to that right now to integrate with the developing Mission statement and the new Strategic Plan.
 - Alice Cantelow asked if the information from the Chapter surveys used (Cris thinks this is the one for indigenous engagement).
 - Cris responded that it was used as a baseline for where people were at – led to going with Redbud to have the right approach to create relationships
 - Vince Scheidt commented in the chat- The indigenous engagement effort is still early in the process. We are looking at an ETA in April/May
 - Alice Cantelow commented in the chat - My concern is that we may be inserting ourselves where we are not wanted, at least in some areas.

Here, two rival indigenous groups are trying to sort out themselves and their lost knowledge.

- Cris Sarabia spoke on the Executive Director search – The Executive Director Search Committee has members from many constituencies including Chapter Council and CNPS staff that are contributing to the hiring process.
- Cris Sarabia spoke on the Strategic Plan update and that it has been handed over to CNPS staff to finalize the look and feel of the material and to add to all the areas of the website. Will be our road map for the next five years.
- Cris Sarabia thanked the Board members who are completing their term – Bill Waycott, David Pryor, Dee Himes, Vince Scheidt. He asked for kindness and collaboration from all going forward.
- David Pryor thanked Cris for his six years of service and his leadership.
- David Pryor encouraged all to consider Board service as it is rewarding.

6. CNPS Board and Chapter Council Elections (Bill Waycott)

- Bill Waycott spoke from Nipomo Native Gardens where rare species abound. Their 30 volunteers are busy working there.
- 31 chapters responded to the elections. This is a new record – yay for electronics – no more old way!
- Bill presented elections results which are also in the board report.
<https://cc.cnps.org/wp-content/uploads/2021/CC-1204/CNPS-BOD-Meeting-Notes-12.3.21.pdf>:
 - President – John Hunter – 2 year term (was the Treasurer)
 - Vice President – Vivian Neou – 1 year position (replacing Bill who was termed out after one year)
 - Secretary – Kristen Nelson – SLO county botanist – new to the CNPS Board
 - CC Representative to the Board - Michael Vasey – retired professor, was on the board in the past.
 - Directors – Hannah Kang (Sac Valley/Redbud) consultant in botany
 - Directors – Matt Ritter – professor of botany at Cal Poly SLO
 - CC Vice Chair – Woody Elliott (Marin) – 2 year term
- Thanks expressed to Bill for running the elections and running the CNPS Leadership Committee.
- Judy Fenerty thanked everyone who ran for office.
- Judy said she is also termed out at the end of 2022 as Chapter Council Chair. She is looking for new individuals interested in leadership and encourages anyone interested to speak with her.

7. JEDI (Justice, Equity, Diversity and Inclusion) Working Group Update (Andre Clemente, Accounting and HR Manager)

- Andre Clemente provided an update.
- Began engagement with Avarna Group in September 2021.
- Scope of work – education, visioning, assessment, and building a plan.

- Education completed with two webinars on DEIJ work. Andre has shared this and can share the recording with Chapter Council and chapter members but not outside of the organization. Contact him at aclemente@cnps.org.
- Also had session on bias.
- Visioning statement work has begun with sessions with staff and working group. Work will continue and then presented for approval
- A survey was sent out to get a cultural baseline.
- Goal is to build the plan. Goal is to conclude this by spring 2022.
- Working group is also working on:
 - Redbud Resource Group – tailor indigenous engagement needs. A training has been completed and they are having listening/assessment sessions. They will release a list of recommendations in spring 2022
 - The Black, Indigenous, People of Color (BIPOC) group also continues to meet as an unofficial group. It is composed of CNPS and non-CNPS individuals in the plant world. The Group is looking at more formality.
 - Recently created a discussion group within staff to watch documentaries and comment.
 - Snowdy Dodson asked via chat if there are plans to survey the entire membership regarding diversity. Andre would like to but not sure of how to proceed.
- Will be training for chapters at a later date. Andre will be working with the chapter representatives in the group.
- Vince Scheidt said that while original contract was with staff they want to expand more broadly to all areas of CNPS but need to tread carefully. Do have some of the information within the membership database.
- Andre Clemente said that a new person will be coming on staff, will report to Andre, and support chapters in areas like volunteer training/personnel along with Connor's work for the chapters.

8. Budget and Finance Update (Steve Schoenig, Board Treasurer)

- Steve presented along with Brock Wimberley, CNPS Senior Operations Director.
- The report is item #4 of the CNPS-BOD-Meeting Notes, located at <https://cc.cnps.org/wp-content/uploads/2021/CC-1204/CNPS-BOD-Meeting-Notes-12.3.21.pdf>
- There is a Finance Committee that oversee fiduciary health. Steve is on the committee along with Brock, members of the Board and two CNPS members (Nancy Morin and Carol Witham).
- CNPS finances are extremely healthy. Total assets are \$9M. The budget can be viewed at <https://cc.cnps.org/wp-content/uploads/2021/CC-1204/12-1-21-CNPS-Quarterly-Program-Report.pdf>
- All CNPS reserves (\$6M) are in cash accounts.
- There is a focus by the Finance Committee on analysis to place cash reserves into interest-earning, diversified accounts.
- All CNPS revenues seem to be increasing – donations and bequests are so gratefully received.
- With increased staff, come increased opportunities. More grant money and membership numbers are increasing.

- Steve responded to a question on subventions – can discuss at the end of the presentation.
- Brock presented the financial reports. They are in the CNPS QUARTERLY PROGRAM UPDATE last pages, viewed at <https://cc.cnps.org/wp-content/uploads/2021/CC-1204/12-1-21-CNPS-Quarterly-Program-Report.pdf>. There are three (soon to be four) staff supporting finances.
- CNPS is 50% through their fiscal year and doing a bit ahead of projections:
 - Contributions doing well.
 - Grants a little less but working with many organizations. Lindsay Dula has joined staff to focus on grants/program work.
 - A Payroll Protection Program (PPP) loan was recently forgiven and will be converted to a grant (\$475K).
 - CNPS is close in contract revenue received.
 - CNPS has received a number of bequests in the past 3-4 years that have made CNPS financially healthy and support work.
 - Product sales (CNPS store) are increasing.
 - Salary expenses are a bit low – ED not hired; behind on some hirings.
- Steve Schoenig said that the Finance Committee discussed reserves in their meeting. No formal plan has been developed on what to do with reserves. They are partly waiting for Executive Director and new action plans. Board/CC/staff would work on this. Brock Wimberley noted that they have a lot of these funds in cash. The Finance Committee is working on 12-month plan to invest in environmental social governance (ESG) entities and be a better fiduciary on these funds.
- Question on high professional fees – Brock Wimberley said CNPS has received money from donors in prior years that are restricted. CNPS received a large \$2M donation and are spending funds from that for professional services. There is \$150K in contractual fees ongoing for a lot of CNPS systems – audit, support for IT/desktops, and funding a position for database coordination.
- Frank Landis commented in the chat - I don't object to ESGs, but is there the possibility for a conflict of interest with conservation activities over problematic renewable energy projects? Steve spoke in response that CNPS will need to dig in to the ESG to see what different components are.
- Steve invites anyone who feels they have expertise in financial issues or want to be involved – join the Finance Committee!

9. Chapter Council and Board Committees, Intro/Status. (Judy Fenerty)

- One of the CC functions is to work on various committees.
- A CNPS Standing Committee is a permanent, regularly-meeting committee charged by the Board of Directors and/or the Chapter Council with an ongoing task.
- A Joint Committee draws members from both the Board of Directors and the Chapter Council. A joint committee can be either standing or special and is charged with a specific task.
- A Special Committee is a temporary, ad-hoc committee charged by the Board of Directors and/or Chapter Council with a specific, short-term task.
- Judy Fenerty shared the Committee list:

- The Joint Board-Council Committees are:
 - Joint Strategic Plan Committee
 - Joint Leadership Development Committee
 - Joint Bylaws Committee
- The Standing Committees are:
 - Logistics/Agenda Committee
 - Conservation Policy Committee
 - Fellows Committee
 - Volunteer Recognition Committee
- The Special Committees are:
 - Fellows Guidelines Committee
 - Phytophthora Ad Hoc Committee
- Many committees have members who are leaving/retiring. Always looking for Chapter Council members to join these committees. Contact Judy Fenerty if you are interested in joining.

10. A New Invasive Plants Committee (Steve Schoenig, Board Treasurer)

- Steve Schoenig spoke on invasive plants. CNPS has a liaison between Calif. Invasive Plant Council (Cal-IPC) and CNPS, and Steve is serving in this role. CNPS has played a great role in invasive plants There was an Invasive Plant Committee at one time in CNPS – first led by Jake Sigg.
 - Orchid commented in the chat - Program committees started out as Chapter Council committees then evolved into programs. Cal-IPC started as a CNPS effort and so did the Calif. Native Grasslands Association (CNGA).
 - Question was asked that this should this be a CNPS committee again. There are great local activities like in San Diego and Orange. State could help coordinate by swapping expertise and educating on new programs and awareness of new invaders. Cal-IPC board and their staff do interact with CNPS members one chapter at a time – but could be on this state-wide committee.
 - David Magney commented in the chat - If this Invasive Exotics Committee were to involve state staff, it would most logically fall under the Special Projects Program that I manage. Right now, no one on staff have any responsibility focusing on invasive exotics.
 - Andrea Williams commented via chat – I am hiring a Restoration Senior Coordinator.
 - Steve said he spoke with Andrea and agreed this could be a good staff position
 - Judy asked what Cal-IPC would do – Steve said there are no chapters in Cal-IPC – they want to share their expertise in a systematized fashion.
 - Judy asked Orchid what kind of committee this could be and Orchid responded could be standing or special. She agreed that liaison and sharing of knowledge is important.
 - Beth Wurzburg commented in the chat – liked idea of Invasive Plant Committee

- Frank made a motion to establish a standing Invasive non-native plant committee. Seconded by Melissa Mooney.
- Aaron commented that non-native is now considered a problematic term.
- Frank amended his motion - striking/eliminating the word non-native: Motion is to establish a standing Invasive Plant Committee.
- Discussion on the motion:
 - Nancy Morin commented in the chat - The Conservation Program and Rare Plant Program staff have been having very productive meetings with the Chapter Chairs in those two areas. Whatever structure is established, this would be a good model.
 - Vince said he was ok with this. Judy noted they are coordinating the work in chapters and with new staff as they come on.
 - Steve commented that Cal-IPC has reached out for lobbyist discussions as well as with David Magney's and Andrea Williams's programs.
 - Julie Evens commented in the chat his will help create a stronger bridge to Weed Management Areas (WMAs) and Cal-IPC
 - Frank said there is a need to organize these activities.
 - Alice Cantelow commented in the chat: What we need here in our chapter is advocacy to the county to get them to fund the invasive management group. Would a committee like this be possible help with things like this?
- Vote on the motion to establish a standing Invasive Plant Committee.
 - 25 yes/0 abstention/0 opposed. Motion passes.
- Judy asked Steve to follow up with an email to the committee.

11. Phytophthora Committee – Request to rename and transition from an ‘ad hoc’ to ‘standing’ committee. (Steven Goetz)

- Steven Goetz introduced himself as a member of Willis Jepson Chapter. He has been on the Phytophthora Committee since its inception in 2015. The Committee has always been an ad-hoc committee.
- The Committee had three purposes:
 - Draft a CNPS policy on *Phytophthora* and append accepted methods to prevent and control infections by *Phytophthora* for review by the Chapter Council Policy Committee – this was completed
 - Develop actions to minimize pathogens in native plant stock used in habitat restoration projects.
 - Develop actions to minimize pathogens in CNPS plant sale stock.
- The committee has co-sponsored a workshop on how to evaluate the plants you buy at plant sales and are working on state-wide effort for nursery accreditation of developing/growing plants for restoration.
- With implementation continuing and not completed, Steven is making a request to the Chapter Council to change the committee from a special (ad-hoc) committee to a standing committee and to rename the Committee to Committee on Clean Nurseries and Habitat Restoration.
- Frank Landis made the motion to change the Phytophthora Committee from a special (ad-hoc) committee to a standing committee and to rename the

Committee to Committee on Clean Nurseries and Habitat Restoration. Brent Mishler seconded.

- Discussion on the motion:
 - Frank asked does it include invasive insects. Steve said it is mainly plants and pathogens that grow in nurseries.
 - Larry had a question on name -- that it does not imply habitat restoration is clean. Barbara – assuming that it is not all habitat restoration.
 - Steve said they use clean restoration stock and clean practices in installing that plant material.
 - Vivian – change name to clean practices/processes for nursery and habitat restoration.
 - Orchid said that her recommendation was to have the motion be changing from an ad hoc to standing committee and suggesting that the name change should be referred back to the committee.
 - Beth agreed with Orchid.
- Beth Wurzburg made a motion to amend the original motion to say “Change the Phytophthora Committee from an Ad hoc to a Standing committee.” Larry Levine seconded. Vote on this motion to amend 22 yes/0 abstentions/ 0-opposed Motion passed.
- Vote on the amended motion – 22 yes/0 abstentions/0 opposed. Motion passed.
- Frank Landis made a motion to refer the naming back to the Committee. Beth Wurzburg seconded. Vote taken – 22 yes/0 abstentions/0 opposed. Motion passed.

12. Vegetation Program Update (Julie Evens, Vegetation Program Director)

- Julie presented highlights from the CNPS QUARTERLY PROGRAM UPDATE (page 22)
 - The Vegetation Program has been actively supporting various vegetation field-sampling, classification, and mapping efforts this summer—fall 2021. CNPS, many partners, and volunteers have collected over 1,000 vegetation surveys. This work is graciously supported by numerous agency partners, granting organizations, students from various universities, and volunteer scientists.
 - In 2022 the program added staffing to address the needs in a key project: Manual of California Vegetation.
 - Have a user forum for feedback on the online format where bi-annual updates are done. The link is in the CNPS QUARTERLY PROGRAM UPDATE and here. A link will also be put on cnps.org
 - https://docs.google.com/forms/d/e/1FAIpQLScJnka-QBQa0P2hfVFj4AzHKIt_ZQMLQK4xgonl3V00F7Dm4Q/viewform
 - Now evaluating ways to enhance and improve system.
- Have a ½ time person working on sensitive natural communities to collect and coordinate with chapters. Will be an introductory workshop week of December 7.
- Will form an ad-hoc committee in 2022.
- Question on if the workshop will be recorded – yes – CDFW is hosting. Can contact Julie for the link.

- New hires are introduced in the CNPS QUARTERLY PROGRAM UPDATE.

13. Board Evaluation Survey (Marty Foltyn)

- Marty presented results of the survey. The PowerPoint is on the Chapter Council meeting page at this link: <https://cc.cnps.org/wp-content/uploads/2021/CC-1204/2021-CNPS-Board-Evaluation-Results.pdf>
- Eleven respondents from the chapter delegates
- Larry commented he would like to hear from those who are at the Board meetings and who have experience in interactions with the Board.
- Vivian suggested for future surveys to add two boxes/question: Have you attended a board meeting? Are you a delegate?
- Nancy Morin commented in the chat: When I was on the Board for 6 years generally there were only 3-5 non-Board members (non-staff) attending.
- Beth Wurzburg encourages all delegates who can attend the Board meetings to do so.
- Cris Sarabia commented in the chat that we get between 3-8 non board attendees. Thank you to the Delegates who participated.
- Marty said that if Chapter Council Delegates would still like to fill out the Board Evaluation, the survey will remain open until December 15, 2021. Those who are not Chapter Council Delegates can also complete the survey. Marty only asks that they say in the chat they are not the delegates.
- The link is <https://www.surveymonkey.com/r/CNPSBoardSurvey>.
- Marty will be sending this to the Board.
- Cris said that the Board appreciates the input.
- Melissa commented via chat: Some groups evaluate themselves after every meeting. Asking themselves “How did this meeting go?” The Board could do that, and we as Council could do that.
 - Judy asked for Melissa’s help to do this.

14. Membership Promotion Through Meetup (Vivian Neou, Santa Clara Valley Chapter)

- Vivian encourages all to attend the Quarterly CNPS membership chair meetings with Barbara Lezon, CNPS Senior Membership Coordinator. Her email is barbara.lezon@cnps.org.
- At last meeting – idea to include QR codes on materials to be able to find information.
- Santa Clara Valley Chapter uses Meetup.com – November 1,017 members – meetup group 2,852 members – this is a wide gap. Many of the meetup group did not know the difference between being a CNPS member and a Meetup member –
- Suggested to Barbara – get a discount code to join CNPS – good to end of year. Got 8 signups when explained and used the discount code. Barbara Lezon can provide that. blezon@cnps.org.
- Marin, Santa Clara Valley, East Bay, Mount Lassen, San Diego have meetup sites. Meetup sites do have a cost.

- David Popp commented in the chat: Mt Lassen Meetup group has over 700 members.
- Woody Elliott commented in the chat that meetup.com costs are \$200/year
- Arlee Montalvo commented in the chat - I was amazed at how wonderfully responsive Barbara was for getting us up to date members for our plant sale discounts. It was a last minute request from our chapter owing to a mishap in within chapter tasks. Thank you!!!
- Radhika Thekkath commented in the chat: You tag your organization with keywords which is how your organization is suggested to Meetup users, for example, fieldtrips, environment, wildflowers.
- Alice Cantelow commented in the chat: Have smaller chapters ever considered joining with other local conservation NGOs to share one meetup fee, for nature type hikes?

15. Chapter Council Year in Review (Judy Fenerty, Woody Elliott, Marty Foltyn)

- Judy Fenerty reviewed 2021 goals and accomplishments.
- Jeanne Wilson commented in the chat: Chapter Boundaries is big issue, how do we get involved in the discussion?
- Judy responded that she has received a request and will talk offline with Jeanne.

16. Council Roundtable and Discussion

- **Website** - Melissa Mooney said that her Chapter is having issues with the website – WordPress based. Losing their contractor due to the low rate they can charge (\$20/hour). How are others updating their websites?
 - Arlee Montalvo commented in the chat: I find the contrast in different chapter experiences with staff relations or how they view state control vs help interesting. This may be a communication issue.
 - Snowdy Dodson commented in the chat: We have a volunteer who updates our site - LASMM Chapter; Mark Naftzger (CNPS contractor) does our big changes.
 - Vivian Neou commented in the chat: We're using volunteers -- currently on Joomla, but thinking about moving to WordPress.
 - Helena Bowman commented in the chat: San Gabriel Mountains has a volunteer
 - Vivian Neou commented in the chat: I'm our tech contact
 - Frank Landis commented in the chat: San Diego is using a board volunteer, but he's leaving, so we've got to get a new one. Actually not a volunteer, a paid contractor.
 - Lucy Ferneyhough commented in the chat: We have a great volunteer board member who works on our website and recently did a major overhaul: <https://cruzcnps.org/>
 - Jeanne Wilson commented in the chat: When we wanted to hire someone to work on our website we were told they had to have a million dollars in insurance as an independent contractor.

- Arlee Montalvo commented in the chat: Our chapter is way behind in updating our website. We need a volunteer to deal with it but have not yet found one. We do need help to convert to WordPress.
- Barbara Brydolf commented in the chat: Alta Peak is volunteer web mgmt.
- Brent Mishler commented in the chat: Bryophyte Chapter uses volunteers from within the chapter: <https://bryophyte.cnps.org/>
- Andrea Davis commented in the chat: We have a volunteer. We don't have as much volume/work as larger chapters.
- Vivian Neou commented in the chat: Even in SCV it's tough finding volunteers to do web updates.
- Cris Sarabia commented in the chat: South Coast uses WordPress and updated by volunteers. Hope to switch over to the state website style very soon
- David Long commented in the chat :Marin is using Joomla and using volunteer web team; but contract with consultant for major updates that require technical expertise
- Stephen Ingram commented in the chat: Bristlecone Chapter uses a volunteer, but she does not have a lot of time. However, we update our website only occasionally so lucky for us this works out OK.
- Jeanne Wilson commented in the chat: We were lucky that the person was willing to volunteer, but we would like to have a paid person
- Andrea Williams commented in the chat: Vivian makes an important point- using central product vs your own template.
- Susan Gallagher commented in the chat: Shasta Chapter - we've started a small group of chapter volunteers who are knowledgeable to certain levels. *started a small subcommittee. We currently have an old site (Joomla) and a new site (WordPress).
- David Magney commented in the chat: I used to maintain the Channel Islands Chapter website as a chapter board member but gave that up a number of years ago now.
- Liz Parsons commented in the chat: Milo Baker uses a volunteer from the Board. I don't know what program she uses. The original web page was set up by a professional and that was well paid.
- Snowy Dodson commented in the chat: I was doing it so had to recruit a volunteer - took her to lunch and she caved and she is doing a great job. Your updates are too time sensitive to having someone to post on the spur of the moment.
- Richard Spjut commented in the chat: Kern Chapter-Volunteer-Joomla.
- Barbara Brydoff commented in the chat: We at Alta Peak got a lot of help and support for the Luminare email platform.
- From David Magney to Everyone 12:37 PM. The biggest challenge I had was getting content from others. I just used simple html language.
- Alice Cantelow commented in the chat: Isn't Mark Naftzger able to do that kind of generic update for chapters?
- Snowy Dodson commented in the chat: I think we paid the state to update to our current site.
- Melissa asked if state should hire a webmaster that all chapters can use.

- Frank answered problems trying to get eblasts out but could not be done timely. Concerned about response time
- Larry asked if there were one or more chapters that could work together. Could have a maintenance person.
 - Julie Evens commented in the chat: Great idea to float it up to Brock in Mark Ops Program, though some Chapters may like to maintain autonomy based on local issues that may need to get out more immediately as Frank mentions.
 - Arlee Montalvo commented in the chat: What Larry says about using/hiring a common person for a few or more chapters for site maintenance might work for us (RSB Chapter). We could each post our own time sensitive information.
 - Julie Evens commented in the chat: Yes, Brock from what I remember has some resources on templates and such, though Maintenance is always an ongoing need. And since we'll hopefully be hiring an IT / DB management specialist at the State (Brock is working on getting a job description finalized), this is definitely something to bring up with him, to assess if this is something Mark Naftzger could help with as a Contractor as compared to the IT Specialist.
 - Julie Evens commented in the chat: How about getting a summary of what each chapter uses for their Software, to take stock for platform needs, after this meeting? And then maybe some Chapters can synergize, and maybe benefit from shared knowledge if certain chapter web masters can help >1 chapter
- David Long said to distinguish between two tasks – putting up events/articles/chapter volunteers can/will do this. State role is more important – platform updates. Would like the state to provide more services.
- Melissa has contacted state.
- Larry suggested a table on what each chapter is using. Platform/payment/how implement/is state supporting.
- **Contractors and insurance** Jeanne Wilson asked: Have any other chapters run into this million-dollar independent contractor insurance requirement if you want to hire someone to do bookkeeping or website maintenance, even at \$20 per hour? CNPS has refused to authorize us to hire part time people in ANY capacity without a million dollars in insurance, which is very costly for that individual and for which we can't reimburse them or they are no longer an independent contractor.
 - Patt McDaniel commented in the chat: True independent contractors would have enough business to pay the cost of insurance. Accountants insurance is very inexpensive and computer professionals make enough to pay the cost which is appropriate for the risk.
 - Marty Foltyn commented in the chat: My independent contractor insurance runs about \$900/year.

17. Wrap-up: 2022 Chapter Council Meetings, Action Items, Next Steps

- Thanks to all the Delegates who served and who are not returning in 2022.
- Rough Chapter Council schedule for 2022 (Board meetings typically the day before): Looking a fully hybrid meetings with good wi-fi in the physical locations.
 - March 5, 2022 – looking for a chapter to host.
 - June 4 or 11, 2022
 - September 10 (after Labor Day), 2022
 - Conservation Conference October 20-22, 2022. San Jose.
 - December 3, 2022
- Judy Fenerty asked to let her know if you have any suggestions for agenda topics for our next meeting.
- Request for carbon neutral working group – have had some response.
- Do have the Conservation Conference coming up in October.

Frank Landis made a motion to adjourn the December 2021 Chapter Council meeting. Vivian Neou seconded. Approved by acclamation. Meeting adjourned 12:53 pm PT.