



SOUTHWEST VEGETATION  
MANAGEMENT ASSOCIATION

SWVMA Board Meeting  
Tuesday, March 3, 2019 1:00PM-3:00PM  
SWCA Phoenix Office 20 East Thomas Road, Suite 1700,  
Phoenix, AZ 85012  
OR  
Conference Call 1-866-740-1260/Code 3869413#

Agenda/Minutes:

1. Introductions/Roll Call/Call to Order (1:05PM)
  - a. Michael Drios, President (couldn't attend)
  - b. Tom Ohmart, Vice President (couldn't attend)
  - c. Kyle Seisinger, Treasurer (called in)
  - d. Eleanor Gladding, Secretary (called in)
  - e. LeRoy Brady, Past President (couldn't attend)
  - f. Jeff Conn, Board Member (called in)
  - g. Molly McCormick, Board Member (couldn't attend)
  - h. Kim Franklin, Board Member (called in)
  - i. Kristin Haskins, Board Member (called in)
  - j. Lee Ohlinger, Board Member (called in)
  - k. Dan James, Board Member (couldn't attend)
  - l. Elise Gornish, Representative to NAIPPC (couldn't attend)
  - m. Kristin Gade, Web committee (called in)
2. Acceptance of last meeting minutes from 01/29/19 (wait until next meeting)
3. Treasurer's Report
  - a. Insurance renewal was done.
  - b. Kyle still doesn't have access to the account because bank says everyone on the account has to be there—that's set for March 23<sup>rd</sup>.
  - c. LeRoy sent credit card for conference and Kris H. has the confirmation.
  - d. LeRoy send a check for the final grant funding for Coconino Tovar Trail Grant.
  - e. LeRoy gave a check to Marlo for the website.
4. Secretary's Report
  - a. National Invasive Species Awareness Week February 25 - March 3, 2019
    - i. <https://www.nisaw.org/>
  - b. Announcements Assistant Discussions
    - i. When state grants are due
    - ii. Every February is Save our Saguaros—Beat Back Buffelgrass Month
    - iii. Need to think about marketing
      1. Eleanor to check with SWCA marketing for advice.
      2. Use other platforms to boost the information such as when SWVMA posts info, then Desert Museum and USGS and others do at the same time to cover more.
    - iv. North American Invasive Species Management Association (<https://www.naisma.org/>)
      1. They do a lot with Congress and legislation.
5. Strategic Plan Discussions (low attendance so tabled it; however, Eleanor to start an email with a link to a Google/OneDrive document for comments and edits)
  - a. Main goal will be to add which goals to assign action plans and dates to at least one goal.
  - b. Think about people we can recruit for board members and/or committee members.
6. 2019 Conference Planning Discussions
  - a. Oct 22<sup>nd</sup> -23<sup>rd</sup> reserved for meeting
  - b. Need to figure out vendor tables and poster displays
  - c. What do we want to do Tuesday night? Dinner? Heavy appetizers? Kris H. will get quotes for reception style event; assume 60 people for right now. 2 drink tickets per person.



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- d. Kris H.'s next step is to meet with the even planner.
- e. Need to figure out the Monday class (21<sup>st</sup>) meeting spot for 7am-5pm. Kyle can also check with his admin to reserve an ADOT room.
- f. Still need to figure out field trip options. Kris H. has a site nearby that we could go to. Kyle thinks we can get with the County on the grant we awarded a few years ago to visit that site. Since that site is nearby maybe a next stop on site on FS lands. Possibly do a few stops for one field trip instead of 2 options, which is better for tracking CEUs and such.
- g. Need to get abstract request done by June or earlier.
- h. Kris G. can help with EventSmart set up for registration.
- i. Kris H. will inquire about room rate details to decide what we do about that. And also look for other lodging options to present to attendees to choose from.
- j. Annual Meeting Dates Reminder Table

Task	Due by
<b>Venue</b>	
Reserve meeting space for September meeting and annual meeting	April
Plan menu, contract for hotel and meeting rooms	May/June
Arrange for screen, projector, laptop, microphones, vendor tables	October
Inform restaurant of guest number	Mid-October
<b>Communication</b>	
Prepare meeting announcement and call for abstracts	April
Send out call for nominations for Weed Manager of the Year Award	July
Send out call for officer/board nominations	July
Solicit sponsors for meeting	April-June
Advertise meeting widely	April-August
Send meeting announcement to listserve	June
Set up website to accept meeting registration	July
Collect RSVPs	
Prepare RSVP list	
<b>Program</b>	
Agree upon meeting theme	March
Select keynote speakers	March
Prepare outline of program	March
Review abstracts, set session topics	June
Coordinate with session speakers – obtain title, description of talk, speaker bio	July-August
Finalize program	August

- k. An action item from last meeting that still needs to be done:
  - i. Michael to start an email discussion on themes to generate more ideas. Last 5 Years of themes:
    1. 2018: Progressive Land Management in the Southwest
    2. 2017: Celebrating 20 Years of Vegetation Management
    3. 2016: Transitions: Managing for a Changing Future
    4. 2015: at Cochise College but couldn't find theme in Drop Box files
    5. 2014: Partnering in Integrated Vegetation Management
    6. 2012: 100 Years of Vegetation Management -- Arizona's Past and Future

7. Adjourn (1:46pm)