



**Ontario Invasive Plant Council
Board of Directors Meeting Minutes
August 18, 2016 10:00 to 11:00 am**

<p><u>Present</u> Iola Price, President & Director at Large Owen Williams, Past President/Secretary & Director at Large John Foster, Director at Large Kellie Sherman, OIPC Staff Mike Farrell, Hydro One Dawn Sucee, Ontario Federation of Anglers and Hunters Michael Irvine, OMNRF – Crown Forests and Lands Policy Branch – Forest Guides and Silviculture Stephanie Burns, Forests Ontario Karen Hartley, OMNRF – Conservation Policy Branch - Protected Areas Kristina Pauk, Canadian Food Inspection Agency Cara Webster, City of Toronto Francine MacDonald, Biodiversity - OMNRF Suzanne Hanna, Ontario Horticultural Association Sandy Smith, University of Toronto Mackenzie Lespérance, OMAFRA Jeanine West, Landscape Ontario Jon Peter, Royal Botanical Gardens</p>	<p><u>Regrets</u> Colin Cassin, OIPC Staff John Benham, Ontario Soil and Crop Improvement Association Ken Towle, Vice-President & Conservation Ontario (pre-arranged) Mhairi McFarlane, Nature Conservancy of Canada (pre-arranged) Paula Berketo, Ministry of Transportation Prabir Roy, Parks Canada John Urquhart, OIPC Treasurer & Director at Large</p>
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- 1 Approval of Agenda**
 Motion: Moved by John Foster that the agenda be approved. Seconded by Mike Farrell. [All in favour.] Carried.
- 2 Approval of last meeting minutes (July 2016)**
 Motion: Moved by Iola Price that the minutes be approved. Seconded by John Foster. [All in favour.] Carried.
- 3 Review of last meeting’s action items (see background document)**
 - Some items didn’t make it onto the action list.**ACTION:** Suzanne to send OHA organizational feedback.
- 4 Financial Update**
 - No significant changes from the 1st quarter budget update.**ACTION:** John to review and then Kellie will circulate again to the board.
- 5 Business Items**
- 5.1 Website Update**
 - Suggestion was made to move Board meeting minutes to Annual Reports and Statements page, instead of under Who We Are.**ACTION:** Kellie to see if a page can be made under Who We Are for minutes, and separate scientific reports from other documents.

5.2 Funding Update

- Kellie wants to apply for more funding grants.

ACTION: Please let Kellie know about other any other funding application deadlines that are upcoming.

ACTION: Kellie to send John F corporate funding proposal draft.

5.3 Strategic Plan Update

There has been no input thus far from directors.

ACTION: Please look at strategic plan and send comments to Kellie and lola.

ACTION: Kellie to send John F and Suzanne a copy the plan. Anyone else who needs it, email Kellie.

5.4 AGM Planning Update

- Registration will be up by the end of the August 15th week.

ACTION: Kellie to create a list of volunteer opportunities for the Board to assist with the actual event.

5.5 Board of Directors (Indigenous Representation)

- lola has not heard back from Henry Lickers or Larry McDermott.
- John F sent a list of names that we can potentially approach to be a part of the Board if Henry and Larry do not provide further assistance.
- One of our EDRR pilot locations is Credit Valley, therefore, a good contact would be someone from the Mississaugas of the New Credit First Nation.

5.6 Review of our Bylaws

- If there are to be any changes to our bylaws, they need to be sent to our members by September 4th, in time for approval at the AGM.

ACTION: Please send suggestions on how to change or improve the bylaws to lola and Kellie; even one suggestion helps.

5.7 MOU (John Urquhart)

- As John U was not present, the item was deferred.

ACTION: Update at next meeting.

5.8 Member Survey

Interesting points:

- Profile has been low in the past few years
- More on lobbying, which we can do because we are incorporated, but perhaps advocacy is a better term
- 19 responses, typical for a NGO, usually 10% of membership
- Suggestion to register as an official lobbyist with the Ontario government and we will become better known to political parties

ACTION: Kellie to conduct research about registering as a lobbyist, costs, repercussions etc. and next meeting conduct a vote to register or not.

ACTION: lola and anyone else interested further analyze membership response to better assess what actions we need to take to improve and to group the responses under general themes.

5.9 Charging for our resources

Due to the use of public images, we cannot charge for our resources. Kellie suggests just charging for shipping costs, and others suggest only for certain orders. Suzanne reported that the OHA charges for booklets but other OHA publications are free although OHA charges for shipping and handling. The general consensus seemed to be that charging for shipping handling seems reasonable.

ACTION: lola to start a table of questions to answer about requests for publications which could be turned into guidelines of when we charge and when we don't for shipping.

6 Committee Reports

6.1 Communications

- Suggestion to discuss how the committee can work to raise our profile re: member survey.
ACTION: Kellie to re-circulate the fall Thanksgiving social media post if new graphics aren't completed.

6.2 Fundraising

- No update.

6.3 Policy

ACTION: Kellie to circulate comment sheet for EBR posting #012-8002: A Review of Environmental Bill of Rights – a Provincial Dialogue.

6.4 OPWG

- See background document

6.5 Research and Control

- Iola and Sandy talked to University of Guelph to see if they have opportunities to get assistance in answering table questions, but have not heard back. Iola followed up with an email asking for a status update.

7 Staff Reports

See Staff Report 8.

We have hired our new intern, Allison Marinich

ACTION: Kellie to send a bio about the intern.

8 Board Member Activities

John F interested in starting a giant hogweed and wild parsnip working group. Ken and Mackenzie also interested.

ACTION: Kellie to connect Ken, John and Mackenzie about this.

Kristina Pauk: CFIA is undertaking risk management for two potentially invasive plants (*Arundo donax* (for use as a biofuel) and *Bassia prostrata*) and the bird seed pathway. CFIA will be complete this in the next 6 months and will be circulating for feedback.

Suzanne Hanna: Next year's OHA convention will be in GTA with an environmental theme. Looking to undertake a project with a number of related organizations, perhaps a pollinator garden in Queen's park. Perhaps OIPC can provide in-kind support.

ACTION: Iola to send contact information for a pollinator garden developer in Ottawa to Suzanne.

What is OIPC doing in regards to Canada's 150th Birthday? Iola did apply for some funding from the City of Ottawa but was not approved. All agreed that the AGM in Ottawa for 2017 is a good idea.

August Action Items

Agenda item No.	Details of Action to be taken	Who - Lead/Assisting	Due
3	Send OHA feedback on organizational survey	Suzanne	ASAP
5.1	Make a separate page for minutes etc.	Kellie	By next meeting
5.2	Send Kellie potential funding opportunities	All	ASAP
5.2	Send John F corporate funding proposal	Kellie	ASAP
5.3	Review strategic plan and send comments	All	ASAP
5.3	Send strategic plan	Kellie	ASAP
5.4	Create list of volunteer opportunities for AGM	Kellie	ASAP



5.6	Review our bylaws; send comments to lola and Kellie	ALL	ASAP
5.8	Conduct research re: lobbyist registry	Kellie	By next meeting
5.8	Further analyze member response and group into themes	All	By next meeting
5.9	Start a table of when to charge shipping for resources	lola	ASAP
6.3	Circulate comment sheet for EBR #012-8002	Kellie	ASAP
7	Send bio about intern	Kellie	ASAP
8	Connect Ken, John and Mackenzie re: gh and wp working group	Kellie	ASAP
8	Send pollinator garden info to Suzanne	lola	ASAP

Time adjourned: 11:04 am

Next meeting: September 15 2016