



**Ontario Invasive Plant Council
Board of Directors Meeting Minutes
January 21, 2016 10:00 to 11:30 am**

| <u>Present</u> | <u>Regrets</u> |
|---|---|
| <p>Iola Price, President & Director at Large Ken Towle, Vice-President & Conservation Ontario John Urquhart, OIPC Secretary/Treasurer & Director at Large Dawn Sucee, Ontario Federation of Anglers and Hunters John Benham, Ontario Soil and Crop Improvement Association Owen Williams, Past President & Director at Large Karen Hartley, OMNRF – Conservation Policy Branch - Protected Areas Jon Peter, Royal Botanical Gardens David Copplestone, MNRF Erin Mallon, Ontario Nature Kellie Sherman, OIPC Staff Colin Cassin, OIPC Staff Cara Webster, City of Toronto Prabir Roy, Parks Canada Jeanine West, Landscape Ontario Sandy Smith, University of Toronto Mhairi McFarlane, Nature Conservancy of Canada</p> | <p>Larry McDermott, Plenty Canada Diana Mooij, Canadian Food Inspection Agency Paula Berketo, Ministry of Transportation Improvement Association/ Wellington County Kristen Obeid, OMAFRA Mike Farrell, Hydro One (pre-arranged) Suzanne Hanna, Ontario Horticultural Association (pre-arranged) Stephanie Burns, Forests Ontario (pre-arranged) Michael Irvine, OMNRF – Crown Forests and Lands Policy Branch – Forest Guides and Silviculture (pre-arranged) Amanda Warne, OIPC Staff (pre-arranged)</p> |

1. Approval of Agenda

Motion: Moved by Iola Price that the agenda be approved. Seconded by John Benham. [All in favour.] Carried.

2. Approval of Last Meeting's Minutes

Motion: Moved by Iola Price that the December meeting minutes be approved. Seconded by John Benham. [All in favour]. Carried.

3. Review action items from previous meeting

- Deferred until next meeting.

4. Budget Status

Presentation by Ian Janacek, Raymond James LTD about investment opportunities (see attached slide deck)

- The presentation consisted of information about the company so we can make an informed decision about investing with them or not. The presentation did not cover details into investment opportunities. If we were happy with the company and decided to work with them, that is when details about investing would begin.
- A service feature would be an investment review at 3, 6, 12 month intervals, according to OIPC wishes

- This company can provide us with “green” investment opportunities, or what is actually referred to as socially responsible investments (SRIs)
- Important things to consider for a small organization: determine short, medium and long term investment goals i.e. short term investments are conservative, they help fund OIPC on a day to day basis. Medium term investments are a little bit more high risk, but not much and make up the bulk of investment assets, we leave them some time to grow and we don’t need immediate access. Long term investments are high-risk and make up the smallest portion of investment assets, they are more volatile and given a longer term to perform, will outperform other risk investments.
- Important to stay diversified in investments.
- Two types of compensation: commission or fee-based approach. Commission compensation consists of being paid when a transaction occurs i.e. a stock is bought, \$100-125 range. When a mutual fund is purchased, the commission fee (of about 2%) is paid by the company of the mutual fund. Commission is not charged on fee-based accounts. With more conservative account, commission is ideal, as overall fees are generally less. For OIPC, it seems a commission-based approach would be better.

5. Staff Report

See attached “report 2”

6. Committee Reports

- Agreed that committees need to become more active. This is starting from some beginning to work on action plans.

6.1 Communications

- This committee is starting a number of tasks including updating the OIPC brochure, developing a goals and objectives strategy and work plan for 2016-17, assisting York Region Forestry with an educational activity, developing a social media plan to promote national invasive species awareness week in the U.S., developing an Easter/spring social media campaign and promoting the May 24 campaign again.

6.2 Fundraising

- Funding database Amanda research costs \$3,000/year to access.

6.3 Horticultural Outreach Collaborative

- Seed packets should be ready soon.

6.4 Policy

- Some interest in this committee from new people from the notice that went out. Sent email to new people and past members to arrange a meeting.

6.5 Ontario Phragmites Working Group

- MNRF has submitted their application to the PMRA for the emergency use of herbicides for aquatic use at Rondeau and Long Point Provincial Parks.
- OPWG face to face meeting planned for January 12th in London – cancelled due to weather.

6.6 Research and Control

- New changes to pesticide regulations that could have an impact on invasive species control in Ontario.

7. Board Member Activities

7.1 See Lola’s Report

8. Other Business

8.1 Status of MOU with OFAH

- Last revision was made by OFAH. Executive committee in process of reviewing latest draft. In very good shape.
- Next step is to have it reviewed by Ian Attridge (lawyer) before final document is signed by both parties.

9. Other Items

9.1 Website Update

- Website task force has met. They went through half of the website and are on track to draft a clear document outlining what needs to be finished on the website which will be used to guide process of finding a new developer to finish the website.

9.2 Director Terms

- We need to determine when terms begin, either, when OIPC started or when the by-laws were adopted.
- If we choose when OIPC started, we may lose board members, and that's not what we want.
- Board to vote on this matter.

9.3 Strategic Plan

- It was agreed that the strategic plan does not need a complete overhaul, but it needs to be reviewed and refined. The plan was written, but has not been referred to since. We need to actually use the plan and track our progress against action items within the plan. The plan should have an executive summary. It needs to be user-friendly for the public and staff, so we can refer to it more often.
- We need to also refine the sustainability portion of the plan and implement the suggested actions so we can become more sustainable and self-sufficient.

9.4 Logo

- Not everyone was in favour of a new logo.
- Board will vote on the matter.

Items 9.5, 9.6, 9.7, 9.8, 9.9 not discussed due to lack of time.

Summary of Action Items

| Agenda item No. | Details of Action to be taken | Who - Lead/Assisting | Due |
|---------------------------------|---|---|-------------|
| 1. OIPC Investment Strategy | Investment Task Force to develop an investment proposal for board approval. | John Urquhart, Owen Williams, Erin Mallon | TBD |
| 2. Fundraising Opportunities | Determine status of OFAH's funding website subscription Develop a short list of funding sources | Dawn Sucee Amanda Warne | February 19 |
| 3. Pesticide regulation changes | Contact Michael Irvine about pesticide regulation changes | Kellie Sherman | February 19 |
| 4. OIPC-OFAH MOU | Consolidate comments, send revised draft text to Ian Attridge (lawyer) for review. | John Urquhart, Iola Price, Ken Towle | January 29 |
| 5. OIPC Website | Send Kellie Sherman comments on the "new" website http://oipc.showmyclient.com/ | All board members | January 29 |

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|----------------------------------|--|--|--------------------------------|
| 6. Term limits for Board members | Send section of the by-laws pertaining to board membership and term limits to OIPC Board with email voting options | Kellie Sherman/Iola Price | January 29 |
| 7. Strategic Plan Update | Review the consolidated Strategic and Sustainability Plan and assess need for revisions; Consider the development of a 3-4 page Executive Summary. Develop a plan of action for the update | David Copplestone, Iola Price Invite Owen Williams to assist | Draft proposal for February 19 |
| 8. Decision on Logo | Have proposed logos formatted as JPEGs, transmit to Board with questions re suitability and capability for size changes and colour vs black printing. | Kellie Sherman, Iola Price | February 2 |
| 9. Agenda items not discussed | Defer to February meeting | Kellie Sherman | February 19 |

Adjournment: 11:30 pm

Next Board Meeting: February 19, 2016 at 10 am.