**Suncoast Native Plant Society, Board of Directors Meeting- Minutes**

**March 7, 2018 – Virginia’s house**

The meeting was called to order at 7:10 pm : Virginia, Gar, Tina , Niki and Shirley attending;

**1. Minutes**: The January minutes were approved. There was no February board meeting.

**2**. **New Treasurer:**

* A motion was made to appoint Nicole Cribbs to fill the vacant position on the Board of Directors. The motion was passed on a 3-0 vote.
* Gar Reed resigned his position as treasurer, effective this month. His resignation was accepted.
* A motion was made to appoint Nicole Cribbs to fill the vacant officer position as treasurer. The motion passed on a 4-0 vote.
* A motion was made to add Nicole Cribbs, treasurer, as a signatory to the SunTrust account for SNPS. The motion passed by a 4-0 vote.

**3**. **Treasurer’s Report : Gar Reed and Nicole Cribbs**

* Niki will keep the key for the PO Box at the post office on MLK at Kingsway and check it periodically.
* Paperwork for the USF Botanical Garden Plant Sale needs to be completed. We have requested 18 tables for the Spring Sale. Niki will be listed as contact for the organization and will receive the invoices and pay the 10% of gross sales to USF Botanical Garden by May 18.
* FDACS Solicitation of Contributions and Registration renewal certification, dated March 6, lists Gar as Director, Virginia as Vice President and Niki as Treasurer. The SNPS PO box is listed as the address for correspondence.
* **FDACS Division of Plant Industry, stock dealer registration fee**: Gar was notified by email on November 1, 2017, that the SNPS registration fee was due. He wrote a check for $25 on November 8, 2017, and it was cashed on November 17.

On January 2, 2018, he received an email stating that SNPS now owed $35 (the fee plus a $10 late fee) because we had not submitted the registration fee. On January 3, 2018, Gar sent an email with the check number and date, November 17, when the check was cashed. He requested verification that the FDACS Division of Plant Industry had received the registration but received no response. On February 1 he received a letter stating that SNPS was delinquent on its registration fee and that a hold order and quarantine had been issued until we paid the fee. On March 6, JoAnne Hoffman, at the Extension office, received a call about the delinquency and gave us a number to call at FDACS. On March 7, Gar called FDACS and left a voice message. On March 8, Gar will call FDACS again. He will email a copy of the canceled check and copies of his previous correspondence. He will send the same records by certified mail. If necessary, SNPS will contact our state representatives to make sure that we receive a response from this office.

**4. Membership Meetings/Speakers: Virginia**

* Mar 21 John Lampkin – Happy Trails to You
* Apr 18 – Tonya Clayton – Sea Level Rise in Florida
* May 9 – open mic night (new date due to state conference). Virginia asked Niki to speak about her work.
* June 20 Rachel Arndt – Tampa Bay Watch
* July ? – joint meeting with Sierra and Audubon; Audubon is hosting
* August 15- some discussion on making this a Sunday afternoon meeting
* November 7 or 14? – move due to Thanksgiving
* Virginia has suggested the possibility of holding a meeting at Seminole Heights Library. No date was picked.
* December – joint holiday meeting at Brooker Creek in Pinellas. Virginia to check with Devon, who was our contact for this activity. We had no preference as to Saturday or Sunday.

**5. Field Trips/Campouts: Shirley and Tina**

* Mar 24- Green Swamp East; it should be mostly driving but there will be hunting going on in this area.
* Apr 21- Duette, Steve Dickman to arrange access
* Sep 22 - Lake Marion Creek Wildlife Management Area, Huckleberry entrance, to look for Dicerandra modesta and pine lily. This is east of Davenport in Polk County.
* Oct 26-29- Silver Springs State Park. Tina will reserve two cabins for Saturday and Sunday nights.
* November- weekday canoe trip on the Hillsborough River starting at Sargeant Park and ending at Morris Bridge. We would need to reserve boats with Canoe Escape. This cannot be held as an SNPS field trip because our insurance does not cover water activities. We can discuss at the next BOD meeting.

**6. Plant Sale Time Line– Gar and Niki**

* Tina requested volunteers in February through newsletter and meeting. She still needs many more. Niki says she can work Sunday.
* Virginia will contact Troy Springer. We give him a list of desired plants and he obtains what he can from our vendors. He delivers the plants sometime between Wednesday and Friday morning.
* Tina will verify volunteers in the weeks before the plant sale, especially for set up.
* We need the plant lists from Troy by Friday to set prices correctly.
* Tina should talk to Bunny about the plant profiles.
* Niki will make the sales slips that volunteers write up for the cashier. The cashier needs to note any non-plant items included in the sale and their price.
* Devon and Gar have Squares tied to the SNPS bank account. Niki will use the bank information to connect her phone. We need to have a Square available both days.
* After the sale, Troy will adjust the invoices and give Niki a net invoice to pay.
* Niki will pay USF a percentage of gross sales by May 18.

**Community Outreach: Tina**

* Tina will respond to Lanier Elementary’s request for supplies by pointing them to our website and the grant application.
* Tina gave Gar a donation of $25 from Patti Grant, a nonmember who participated in a Lettuce Lake walk.
* We discussed the need for follow-up on grants and suggested site inspections for all future grants. Mike Fite has been working with Terrace Community Middle School to get their wetlands area on track.
* Virginia will contact SWFWMD about our position on their advisory committee in response to an email from George Kish. Shirley does not believe that their project, as outlined in the email attachment, falls within our scope.
* The board agreed that we do not want to take on the State Fair FNPS booth if Pasco gives it up.
* MeetUp costs $89.94 every six months and is currently billed to Devon. Niki will see if she can get the account transferred to herself.

**Action Items:**

**Virginia :**

* Book speakers for the remainder of the year and obtain bios and talk summaries from them.
* Contact Troy about Plant Sale order.
* Make contact with SWFWMD about representation.
* Check availability of Seminole Heights Library.

**Gar:**

* Meet at SunTrust Bank with Niki to add her as a signatory to the account.
* Hand over records, PO box key and other treasury items to Niki.
* Work with Niki to setup procedures for her treasurer’s duties.
* Try to find out about the missing royalties.

Tina:

* Make contacts and communications with those listed in minutes.
* Volunteer sign-up for the plant sale.
* Arrange for camping at Silver Springs State Park.
* Update book inventory. Call Virginia for to arrange a time.

Niki:

* Meet with Gar on treasurer’s activities.
* Contact Devon about Square and MeetUp accounts.
* Print and cut chits for plant sale items from template provided by Gar.

Andy:

* Publicize chapter events and activities. Post events on our Facebook page.
* Contact county about funding for native plant id and informational signs.

The next board meeting time and place has not been determined. We will discuss by email.

The meeting was adjourned at 9:40 pm.

Tina Patterson , secretary