



**Minutes of the Conference Call
Of the Board of Directors
Of
The Gypsy Moth Slow the Spread Foundation, Inc.**

**April 6, 2005
10:00 a.m. – 12:00 p.m. EDT**

Proper notice having been duly given to each Board member, a conference call of the Board of Directors was held on the above date.

President Geir Friisoe called the meeting to order and Secretary Frank Fulgham called the roll.

BOARD MEMBERS

Geir Friisoe, Minnesota, President	present
Gene Cross, North Carolina, Vice-President/Treasurer	present
Frank Fulgham, Virginia, Secretary	present
Scott Frank, Illinois	present
Bob Waltz, Indiana	present
Ken Rauscher, Michigan	absent
Gary Gibson, West Virginia	absent
Melody Walker, Wisconsin	present

OTHERS PARTICIPATING IN THE MEETING

Carl Harper, Kentucky
Mike Philip and John Hill, Michigan
Kimberly Thielen-Cremers, Minnesota
David Adkins, Ohio
Clark Haynes and Celestine Ervin, West Virginia
Linda Ellefson, Wisconsin
Ed Holloman, Southeastern Association Services
Donna Leonard, USDA Forest Service
Mary Mehaffey, USDA APHIS

Whereas, the above noted directors constitute a quorum, and there is no objection to this proceeding, the following business was conducted:

APPROVAL OF THE MINUTES

The minutes of the Gypsy Moth Slow the Spread (STS) Foundation Board of Directors' Annual Meeting held in Raleigh, North Carolina, on February 15, 2005 were approved and ratified by unanimous vote and shall be filed in the Minute Book.

PAST BUSINESS – 2004 STS ACCOMPLISHMENT REPORT

Donna Leonard reported that the document, *2004 Accomplishments In Slowing the Spread of the Gypsy Moth*, had been finalized and posted to the STS website.



PAST BUSINESS – TECH DEVELOPMENT PROPOSALS

A discussion of the outstanding Karner blue butterfly proposal was postponed until the next conference call. It was noted that the Board needs to develop formalized guidelines or criteria for evaluation of future proposals by the Technical Committee. Donna noted that this issue will also be addressed in the final report of the USDA Forest Service Washington Office Review of the STS Project conducted on February 14-18, 2005.

ACTION: Bob Waltz will develop draft recommendations for the Board to discuss relating to development of guidelines for the Technical Committee to utilize in evaluating future requests for project funding.

Donna posed the question whether Patrick Tobin should serve as a liaison between the Technical Committee and the Board as, as such, participate in future Board conference calls. It was decided that Bob Waltz would consider this proposal in his development of recommendations for consideration by the Board.

STATUS OF 2004 APHIS REGULATORY GRANT

Ed Holloman reported that the 2004 Regulatory Grant is basically finalized. \$12,946.96 in unused funding was deobligated and returned to APHIS. The final 2004 grant award totaled \$226,303.04.

STATUS OF 2005 REGULATORY AGREEMENT WITH APHIS

The following quarterly Financial Status Reports (FSR) and Narrative Reports (NR) are needed from the following states:

- 10/01/04-12/31/04 Quarterly FSR & NR needed from IL, NC, VA and WV
- 01/01/05-03/31/05 Quarterly FSR & NR are currently due from all states ASAP

APHIS grant FSR and NR should only be submitted to Ed Holloman. Ed will prepare a balance summary sheet monthly and send to each state showing the status of all disbursements and required reports.

2006 REGULATORY AGREEMENT WITH APHIS

The 2006 STS Regulatory Grant amount with APHIS will be the same as in 2005. Individual state amounts should be reviewed to ensure that appropriate amounts are being utilized among member states and to identify funding for states that need new or additional regulatory grant funding.

ACTION: Draft budgets and narratives (but not 424s) for 2006 state regulatory grants are due to Ed Holloman and Geir Friisoe by April 27, 2005. A summary will be forwarded to members for discussion on the next conference call on May 4, 2005.

ACTION: Mary Mehaffey, USDA APHIS, will brief the Board on the May 4th conference call on APHIS' required submission schedule for the 2006 regulatory grant.

STATUS OF 2004 GRANT WITH USDA-FOREST SERVICE

Donna reported that there is less than a \$5,000 balance in this grant when all obligations are considered; however, there is still more than \$360,000 in unclaimed disbursements to the states. NC

and IL confirmed that they will be deobligating a total of approximately \$60,000. Other states should be claiming their remaining balances. Any states that do not plan to use the entire amount of their award prior to the June 2005 ending date should deobligate those funds by submitting a revision.

Donna reported on the status of the racemic order. A delivery is expected this week that reflects a charge of \$810,000; however, an additional delivery from a second company totaling \$450,000 is not expected to be shipped on time. Rather than terminate the order the company will send a letter requesting a delay in the delivery date to as late as December 2005. The request was just received by Ed.

ACTION: Gene and Donna will monitor the delivery date of the racemic order and the status of the 2004 and 2005 grants to ensure that the funding is not lost.

ACTION: States should contact Ed immediately if any disbursements are not showing up on the current spreadsheet.

STATUS OF 2005 GRANT WITH USDA FOREST SERVICE

The formal 424 was submitted to the Forest Service in mid-March with a request for \$7,091,000 from the FS matched by \$2,364,670 from the Foundation participants for a total of \$9,455,670. Anticipate the award occurring sometime in April.

Gene reported that all states have been sent a Letter of Cost Incurrence.

Ed reported that the following paperwork is needed from the states:

- 10/01/04-03/31/05 Quarterly Financial Status Reports due
- 2004 Annual Summary are currently due
- 424 application packages for the 2005 Trapping & Treatment Grants are needed ASAP.

ACTION: Ed will prepare a monthly spreadsheet showing the status of all budget submissions and reporting requirements and distribute to each state prior to the monthly conference calls.

MISCELLANEOUS

Approval of NC Trapping Contracts

Gene reported on the status of the North Carolina trapping bids for 2005.

MOTION: A motion was proposed by Geir, seconded by Frank, for Board approval of the pending trapping contracts for North Carolina. The motion passed unanimously.

Error in Audit Report

ACTION: Ed requested that states return the audit books due to an error by the accountants. Books have already been returned by IL, NC, VA & WV. All others need to be returned ASAP.

Draft STS Project Review Report

Donna gave an update on the Draft of the STS Project Review Report. Final report should be available by the May conference call. A total of 17 issues with recommendations will require a response by Donna within three months. Action Plans will be required to address each issue. Once the final report is received, Donna will distribute and seek Board assistance in development of some of the Action Plans.

Geir suggested several clarifications and changes regarding the Disrupt II label issue in the draft report.

ACTION: Donna requested that any corrections or recommendations be forwarded to her by Friday, April 8th.

ACTION: Donna suggested that it may be necessary for the Board to meet in the fall to address issues raised by the Review. The Review forces the Board to review how STS spends the \$10 million.

SECRETARY'S NOTE:

Next Conference Call scheduled for May 4, 2005 at 10:00 a.m. EDT – **CANCELLED**

The foregoing motions and actions, by unanimous consent, are to have full force and effect and are approved as of June 1, 2005.

The call adjourned at 11:20 a.m. Eastern Daylight Time.

Frank Fulgham, Secretary
STS Foundation