



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

**May 5, 2010  
9:00 CDT – 11:00 CDT  
10:00 EDT – 12:00 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 Melody Walker called the roll.

**BOARD MEMBERS**

Geir Friisoe, Minnesota, President	present
Gene Cross, North Carolina, Vice-President/Treasurer	present
Melody Walker, Wisconsin, Secretary	present
Scott Frank, Illinois	present
Phil Marshall, Indiana	present
Tivon Feeley, Iowa	present
Carl Harper, Kentucky	present
Larry Nichols, Virginia	present
Gary Gibson, West Virginia	absent

**OTHERS PARTICIPATING IN THE MEETING**

Lucy Hunt, Minnesota  
Ed Holloman, Southeastern Association Services  
Brenda Libby, USDA APHIS Eastern Region  
Amy Onken, Donna Leonard, Patrick Tobin, and Noel Schneeberger  
USDA Forest Service  
Clark Haynes, West Virginia

**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**

A motion was made by Gene Cross and seconded by Phil Marshall to accept the minutes of April 7, 2010 with a few noted corrections. The motion passed and the minutes, ratified by unanimous vote, shall be filed in the Minute Book.



## **STATUS UPDATES OF GRANT AGREEMENTS**

### **2010 APHIS Regulatory Grant**

Ed Holloman discussed the current grant reporting schedule and pending grant award balances. Ed indicated as of 05/04/10 \$ 28,818.06 has been disbursed with an additional \$82,434.93 pending distribution. This leaves a balance of \$194, 400.40 in grant funds available out of the total grant award of \$278,625.00 for funding to states.

Ed said he still needed one FSR from Illinois and one FSR and one summary from Minnesota.

### **2009 Forest Service Trapping and Treatment Grant and 2009 Foundation Expenditures**

Ed indicated that as of 05/04/10 there was a balance of \$1,449,891.43 after AI's payment for the racemic disparture. This includes a balance of \$293,325.11 available to the states.

Ed said he needed one FSR from Illinois.

### **2010 Forest Service Trapping and Treatment Grant**

Ed said there was one drawdown for trapping in West Virginia.

Ed said he had not received signed 424's from Indiana or Michigan. Ed indicated FSR's were needed through 3/31 even if there was no activity. Some award letters were still out. Scott said he sent his award letter via Fed Ex on 4/26. Ed said he had some mail challenges; Ed will stay in touch with Scott.

### **Indirect Costs**

Donna Leonard sent out a list of the indirect costs for each state grant. She noted there was a quite a range across the states. The Kentucky indirect rate ranges from 33 – 45%. Carl Harper (KY) said he was charged 33% with 10 % on the Foundation side with the remainder used as match. Indiana waives the indirect expense and North Carolina claims it as cost share. Wisconsin and West Virginia have indirect costs above 10 %.

Patrick Tobin sent out a chapter from the Forest Service manual regarding indirect rates used for research. Noel Schneeberger said, according to Forest Service policy, the Foundation is empowered to set its own rates as long as the Forest Service benefits. Geir Friisoe asked if there was an amount that would be considered reasonable. Donna Leonard suggested a range of 10 to 15 %.

Clark Haynes didn't know how West Virginia Administrative Services would feel about a limit being set. Donna offered to create a draft that would set a uniform limit of indirect costs that each state could charge based on the U. S. Fish and Wildlife model for review by the Board. Phil Marshall stated the importance of clear criteria. Specifically, he would like a statement that would clarify whether the indirect charge would be applied to salary and benefits or to all costs.

It was agreed that this needed more discussion and should be on the next agenda.

## **PO's for Mating Disruption (MD) Applications**

Ed Holloman indicated that he would issue the Purchase Orders in the next few weeks. Under the Forest Service contract there is a limit of 406,000 acres for MD. This year there are additional acres to be treated with MD, but the Forest Service contract doesn't allow for acres to be added after the contract is final. Therefore, two POs totaling \$280,000 from the Foundation will cover an additional 55,000 acres. The price is the same for the 55,000 acres as the Forest Service contract.

## **New Item**

Gene Cross said Williams Overman Pierce, LLP has asked the Foundation to have a written conflict of interest policy, a whistle blower policy, and a document retention and destruction policy. Geir Friisoe asked for two to three people to work together on drafting policies. Gene Cross will inform the consultants that we do have a committee to draft the policies. Phil Marshall reminded board members that everyone must follow their own state's ethic laws. Gene Cross and Phil Marshall volunteered to assist with this effort.

## **Miscellaneous and Adjourn**

Donna Leonard sent out a draft for suggested revisions called Achieving our Mission. Donna and Noel took all suggestions and revised the document and sent out a final draft for all to use for information to legislators and stakeholders. Donna thanked Patrick Tobin for producing the map, and Patrick in turn thanked Laura Blackburn.

Gene Cross will get a clock by June that will have an inscription from the STS Board to Frank Fulgham. This should be ready for Frank's retirement on July 1, 2010. Gene accomplished this and provided a very fine letter thanking Frank for his service the STS Foundation.

## **NPDES Update**

Donna said the draft of the permit has gone to federal agencies. Donna believes the timeline will be reasonable for obtaining a permit, and the process will be straightforward.

## **Future Meetings**

The next conference call is scheduled for July 7, 2010 at 9:00 AM CDT/10:00 AM EDT.

## **Meeting Adjourned**

A motion to adjourn was made by Gene Cross and seconded by Phil Marshall.

The meeting was adjourned at 10:11 AM CDT/11:11 AM EDT.

## **2010 STS Conference Call and Meeting Schedule**

Conference calls are scheduled for the 1<sup>st</sup> Wednesday of each month at 9:00 CT/10:00 ET unless otherwise scheduled by the Board President. The call in number for the STS monthly conference calls in 2010 has changed to **404-347-7966**.

<b>January 6</b>	<b>Conference Call</b>	<b>Cancelled</b>
<b>February 3</b>	<b>Conference Call</b>	<b>Cancelled</b>
<b>February 17</b>	<b>STS Annual Mtg</b>	<b>Held in Indianapolis, IN</b>
<b>March 3</b>	<b>Conference Call</b>	<b>Cancelled</b>
<b>April 7</b>	<b>Conference Call</b>	<b>Held</b>
<b>May 5</b>	<b>Conference Call</b>	<b>Held</b>
<b>June 2</b>	<b>Conference Call</b>	<b>Cancelled</b>
<b>July 7</b>	<b>Conference Call</b>	<b>Cancelled</b>
<b>August 4</b>	<b>Conference Call</b>	
<b>September 1</b>	<b>Conference Call</b>	
<b>October 6</b>	<b>Conference Call</b>	
<b>November 3</b>	<b>Conference Call</b>	
<b>December 1</b>	<b>Conference Call</b>	

The foregoing motions and actions, by unanimous consent are to have full force and effect as of May 5, 2010, unless otherwise indicated by the Board.

Melody Walker, Secretary  
 STS Foundation