



Slow the Spread
of the Gypsy Moth
Slow the Spread Foundation, Inc.

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

June 3, 2015
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.

Larry Nichols called the meeting to order and the roll was taken.

BOARD MEMBERS

Larry Nichols, Virginia, President	present
Phil Wilson, 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
Kimberly Thielen Cremers, Minnesota	present
Eric Ewing, West Virginia	present

OTHERS PARTICIPATING IN THE MEETING

Dave Adkins, Ohio
Chris Elder, North Carolina
Tim Brown, Butch Sayers, West Virginia
Jamie Tukiendorf, Wisconsin
Nancy Johnson, Illinois
Scott Kinzie, Indiana
Ed Holloman, Southeastern Association Services
Paul Chaloux, USDA APHIS
Donna Leonard, Noel Schneeberger, John, Kyhl, USDA Forest Service

Virginia		North Carolina		Wisconsin	
Larry Nichols - President		Phil Wilson – Vice President/Treasurer		Melody Walker - Secretary	
804-786-3515		919-707-3753		608-224-4586	
Illinois	Indiana	Iowa	Kentucky	Minnesota	West Virginia
Scott Frank	Phil Marshall	Tivon Feeley	Carl Harper	Kimberly Thielen	Eric Ewing
217-785-2427	812-358-3621	515-725-8453	859-257-5838	Cremers	304-558-2212
				651-201-6329	

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 April 1 meeting minutes were not available for review, therefore no minutes were reviewed or approved.

STATUS UPDATES OF GRANT AGREEMENTS

2014 APHIS Regulatory Grant

Ed Holloman reported a balance of \$17,471.11 as of June 2, 2015. Any funds remaining unencumbered by 5/23 will need to be de-obligated. Expenditures or funds obligated before the grant end date of May 23 should be submitted as soon as possible to Ed.

2015 APHIS Regulatory Grant

Ed indicated that we are working under a pre-award letter at this time. Ed will submit the 424 to APHIS for the final award in the next day or two. The total amount to be awarded is \$110,726.

2014 Forest Service Trapping and Treatment Grant

Ed reported a grant balance of \$620,543.99 available to the states as of June 2, 2015. The total grant balance was \$767,712.43. The amount of \$220,000 listed as paid on the spreadsheet for racemic is still on the books, but will soon be paid out. All paperwork to deobligate funds is due to Ed by June 15. The final FSR and Performance Reports are due to Ed by August 15. All reports are current.

2015 Forest Service Trapping and Treatment Grant

Ed reported a grant balance of \$2,942,390 available to the states as of June 2, 2015. The total grant balance was \$5,002,345.95. All states have submitted the 424's.

FS Albuquerque Service Center Review of STS Foundation

The audit has occurred with substantial work on Ed's part. Phil Wilson and Ed met with the auditors on 5/18 to begin the audit. They were interested in looking at the process for accounting for how money was spent. Two auditors gave a preview of what might be expected from an OMB audit. The auditors recommended the MS OFFICE accounting system instead of Quick Books but this was clearly an opinion, not a requirement. Ed checked around and learned that Quick Books is much more user friendly.

More importantly the audit team was surprised to find the HHS electronic system that NA utilizes to disburse grant funds allowed Ed to initially drawdown from one grant (example 2014 grant), and later replace or "upload" those funds back to the original grant and draw down from another grant (example 2013 grant). This is a process that Ed has used for years, with the Board's knowledge, in order to insure that all funds in a grant were spent prior to the grant expiring. An example of this process would be the annual invoice from Als Aerial Spraying for the Btk used in Wisconsin - the bill typically comes in June. At that point in time the prior year subgrants to the states are just closing but any "leftover" funds have yet to be deobligated. Therefore the bill from Als is paid out of the Foundation's current year grant funds. In September, after all the prior year subgrants finalize their close-out paperwork, we find funds totaling \$100,000 have been deobligated and returned to the Foundation's prior year grant. So Ed goes back to

HHS, replaces \$100,000 to the current year grant and draws down \$100,000 from the prior year grant to apply to the invoice from Als. This process seems logical and straightforward but is likely to be disallowed in the future.

The auditors will write and submit a report and the Foundation will get a copy after the Forest Service reviews the contents.

STS Briefing Paper

Noel Schneeberger and Phil Marshall discussed the need for a briefing paper on the STS program to inform the state foresters about the program and to protect the funding for gypsy moth survey and control. Funding is tight and there is some interest in diverting funds from gypsy moth at the national level to other forest pest issues. The briefing paper will cover the STS design, operations and the overall benefits of the program. The plan is to have it ready for the summer meeting in July to give out to the state foresters. The Forest Health Committee will make a report and this brief will be included as part of the report. Comments should go to Noel by end of this week.

MISCELLANEOUS

Paul Chaloux reported that regulatory efforts would be funded at \$110,000 which was more than expected.

Future Meetings

The next conference call scheduled for July 1, 2015.

Meeting Adjourned

Phil Marshall (KY) moved to adjourn the meeting. Kimberely Thielen Kramers (MN) seconded the motion and the motion passed. The meeting was adjourned.

2015 STS Conference Call and Meeting Schedule

Conference calls are scheduled for the 1st 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 2015 is **888-844-9904 with access code 658 3639**.

January 7	Conference Call	Held
February 4	Conference Call	Cancelled
February 18	STS Annual MT	Held
March 11	Conference Call	Held
April 1	Conference Call	Held
May 6	Conference Call	Cancelled
June 3	Conference Call	Held
July 1	Conference Call	
August 5	Conference Call	
September 2	Conference Call	
October 7	Conference Call	
October 29	Conference Call	
November 4	Conference Call	
December 2	Conference Call	

Review last few minutes.

The foregoing motions and actions, by unanimous consent are to have full force and effect as of June 3, 2015, unless otherwise indicated by the Board.

Melody Walker, Secretary