



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

**Meeting Specifics**

<b>Purpose</b>	<b>Time</b>	<b>STS Foundation Board Chair</b>
Monthly Board Meeting	10:00AM Central	Kimberly Thielen Cremers (Minnesota)
<b>Date</b>	11:00AM Eastern	<b>Location</b>
January 5, 2022	<b>Minutes Approved:</b> February 9, 2022	Virtual Meeting via Microsoft Teams
<i>Proper notice having been duly given to each Board member; a conference call of the Board of Directors was held on the above date.</i>		

**Board Members**

<b>President:</b> <input checked="" type="checkbox"/> Kimberly Thielen Cremers (MN)	<b>Vice-President / Treasurer:</b> <input checked="" type="checkbox"/> Joy Goforth (NC)	<b>Secretary:</b> <input checked="" type="checkbox"/> Carl Harper (KY)
<input checked="" type="checkbox"/> Scott Schirmer (IL)	<input checked="" type="checkbox"/> Phil Marshall (IN)	<input checked="" type="checkbox"/> Tivon Feeley (IA)
<input checked="" type="checkbox"/> Tim Brown (WV)	<input checked="" type="checkbox"/> Chris Foelker (WI)	<input checked="" type="checkbox"/> Dave Adkins (OH)
		<input checked="" type="checkbox"/> Larry Nichols (VA)

**Others Participating in the Meeting**

<b>Illinois</b> <input checked="" type="checkbox"/> Nancy Johnson	<b>Indiana</b> <input checked="" type="checkbox"/> Megan Abraham	<b>Iowa</b> <input type="checkbox"/>	<b>Kentucky</b> <input type="checkbox"/> JD Loan	<b>North Carolina</b> <input type="checkbox"/> Allison Ballantyne
<b>Ohio:</b> <input checked="" type="checkbox"/> Jonathan Shields	<b>Tennessee</b> <input type="checkbox"/> Hannah Hollowell <input type="checkbox"/> Nathan Hoover	<b>Virginia</b> <input checked="" type="checkbox"/> David Gianino <input checked="" type="checkbox"/> Larry Bradfield	<b>West Virginia</b> <input checked="" type="checkbox"/> Andy Stotts	<b>Wisconsin</b> <input type="checkbox"/>
<b>GMSTS, Inc.</b> <input checked="" type="checkbox"/> Georgia Brock	<b>US Forest Service</b> <input checked="" type="checkbox"/> Tom Coleman <input checked="" type="checkbox"/> John Kyhl <input checked="" type="checkbox"/> Patrick Engelken <input checked="" type="checkbox"/> Derek Puckett <input checked="" type="checkbox"/> Chris Hayes <input type="checkbox"/> David Mausel	<b>USDA APHIS</b> <input checked="" type="checkbox"/> Kathryn Bronsky <input checked="" type="checkbox"/> Anthony Man-Son-Hing	<b>Virginia Tech</b> <input type="checkbox"/> Mannin Dodd	<b>Michigan State</b> <input type="checkbox"/> Travis Perkins
<b>Williams Overman Pierce, LLC</b> <input type="checkbox"/> Ryan Hill <input type="checkbox"/> Lauren Henry				

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

**Agenda (all times listed are in Eastern time)**

<b>Time</b>	<b>Agenda Item</b>	<b>Presenter/Facilitator</b>
11:00a	Call to order: Roll call Approval of minutes	Kimberly Thielen Cremers Carl Harper Kimberly Thielen Cremers
	Grant and budget spreadsheets	Tom Coleman/Georgia Brock
	STS Update: Winter Operations Meeting, MD contract	Tom Coleman



Miscellaneous business	Kimberly Thielen Cremers
Adjournment	Kimberly Thielen Cremers

**Status Update of Grant Agreements and Action Items**

**2021-22 APHIS Regulatory Grant Info as of 23-DEC-21**

2021-22 Regulatory Grant	Awarded	Disbursed	Pending	Deobligated	Balance
Illinois	\$22,600.00	\$1,893.00	\$0.00	\$0.00	\$20,707.00
Minnesota	\$50,000.00	\$3,145.32	\$0.00	\$0.00	\$46,854.68
West Virginia	\$30,000.00	\$13,304.43	\$0.00	\$0.00	\$16,695.57
Wisconsin	\$40,400.00	\$19,425.58	\$0.00	\$0.00	\$20,974.42
<b>Total Regulatory</b>	<b>\$143,000.00</b>	<b>\$37,768.33</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$105,231.67</b>

Item	Assigned to	Due Date
<b>2021-22 APHIS Regulatory Grant Reporting</b>		
FSR (7/1/21 – 12/31/21)		1/14/2022
Accomplishment Report (7/1/21 – 12/31/21)		1/14/2022
Final FSR (7/1/21 – 6/30/22)		8/15/2022
Final Accomplishment Report (7/1/21 – 6/30/22)		8/15/2022
<b>2021-22 APHIS Regulatory Grant Action Items:</b>		

**2021 STS Trapping and Treatment Grant Info as of 23-DEC-21**

**2021: Total of \$4,768,007**  
**Grant #: 19-DG-11083150-004 Mod. 4**

2021 Subgrants to States for STS	Award	Deobligated (subtracted)	Disbursed	Pending	Balance
Illinois STS	\$34,869.00	\$0.00	\$0.00	\$33,638.83	\$1,230.17
Indiana STS	\$197,568.00	\$0.00	\$47,041.20	\$0.00	\$150,526.80
Iowa STS	\$80,390.00	\$0.00	\$31,537.84	\$28,782.69	\$20,069.47
Kentucky STS	\$44,000.00	\$0.00	\$13,974.26	\$5,953.60	\$24,072.14
Michigan - Calibration fly-in	\$9,000.00	\$0.00	\$0.00	\$9,000.00	\$0.00
Minnesota STS	\$650,880.00	\$0.00	\$438,510.07	\$0.00	\$212,369.93
North Carolina STS	\$107,473.00	\$0.00	\$30,671.08	\$0.00	\$76,801.92
Ohio STS	\$480,660.00	\$0.00	\$297,443.89	\$0.00	\$183,216.11
Tennessee	\$40,958.00	\$0.00	\$40,958.00	\$0.00	\$0.00
Virginia STS	\$675,757.00	\$0.00	\$319,556.38	\$76,571.92	\$279,628.70
West Virginia STS	\$323,910.00	\$0.00	\$179,079.34	\$0.00	\$144,830.66
Wisconsin STS	\$681,716.00	\$0.00	\$477,751.49	\$0.00	\$203,964.51
Grayson & Perry Proposal SUNY)	\$10,000.00	\$0.00	\$5,591.75	\$0.00	\$4,408.25
Jon Walter (University of VA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal STS Grants</b>	<b>\$3,337,181.00</b>	<b>\$0.00</b>	<b>\$1,882,115.30</b>	<b>\$153,947.04</b>	<b>\$1,301,118.66</b>
<b>Total Funds in Grant</b>	<b>\$4,768,007.00</b>				



Subtotal Disbursed/Pending in subgrants	\$1,988,893.49
Subtotal Foundation Expenses	\$2,036,062.34
Total Spent	\$461,550.35
<b>Balance</b>	<b>\$2,497,612.69</b>
Obligated but not Spent	\$2,270,394.31

Item	Assigned to	Due Date
<b>2021 STS Trapping and Treatment Grant Reports</b>	<b>All receiving funds</b>	
Annual FSR (1/1/21 – 12/31/21)		1/29/2022
Annual Performance Report (1/1/21 – 12/31/21)		1/29/2022
Final Performance Report (1/1/21 – 12/31/21)		7/15/2022
Final FSR (1/1/21 – 6/1/22)		7/15/2022
<b>2021 STS Trapping and Treatment Action Items:</b> <i>No action items</i>		

**2020 STS Trapping and Treatment Grant Info as of 23-DEC-21**

**2020: Total of \$5,253,602**  
**Grant #: 19-DG-11083150-004 Mod. 2**

2020 Subgrants to States for STS	Award	Deobligated (subtracted)	Disbursed	Pending	Balance
Illinois STS	\$104,597.00	\$0.00	\$104,597.00	\$0.00	\$0.00
Indiana STS	\$165,969.00	\$0.00	\$161,755.40	\$0.00	\$4,213.60
Iowa STS	\$88,683.00	\$0.00	\$78,815.84	\$0.00	\$9,867.16
Kentucky STS	\$44,000.00	\$0.00	\$43,480.62	\$0.00	\$519.38
Michigan - Calibration fly-in	\$9,000.00	\$0.00	\$4,910.67	\$0.00	\$4,089.33
Minnesota STS	\$485,321.00	\$0.00	\$485,321.00	\$0.00	\$0.00
North Carolina STS	\$109,681.00	\$0.00	\$79,013.46	\$0.00	\$30,667.54
Ohio STS	\$635,598.00	\$0.00	\$635,598.00	\$0.00	\$0.00
Virginia STS	\$761,421.00	\$0.00	\$733,069.28	\$0.00	\$28,351.72
West Virginia STS	\$322,933.00	\$0.00	\$322,933.00	\$0.00	\$0.00
Wisconsin STS	\$676,225.00	\$0.00	\$676,225.00	\$0.00	\$0.00
Grayson & Perry Proposal SUNY)	\$10,000.00	\$0.00	\$9,999.99	\$0.00	\$0.01
Jon Walter (University of VA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal STS Grants</b>	<b>\$3,413,428.00</b>	<b>\$0.00</b>	<b>\$3,335,719.26</b>	<b>\$0.00</b>	<b>\$77,708.74</b>

<b>Total Funds in Grant</b>	\$5,803,602.00
Subtotal Disbursed/Pending in subgrants	\$3,335,719.26
Subtotal Foundation Expenses	\$1,453,522.98
Total Spent	\$4,789,242.24
<b>Balance</b>	<b>\$1,014,359.76</b>
Obligated but not Spent	\$464,359.76



Item	Assigned to	Due Date
<b>2020 STS Trapping and Treatment Grant Reports</b>		
Annual FSR (1/1/20 – 12/31/20)	<b>All receiving funds</b>	1/29/2021
Annual Performance Report (1/1/20 – 12/31/20)		1/29/2021
Final Performance Report (1/1/20 – 12/31/20)		7/15/2021
Final FSR (1/1/20 – 6/1/21)		7/15/2021
<b>2020 STS Trapping and Treatment Action Items:</b> <i>Remaining funds to be spent on racemic.</i>		
<b>Assigned Action Items as of 05-JAN-22</b>		
Item	Assigned to	Due Date
<b>STS Desk Guide:</b> <b>Action:</b> Board members to review the desk guide and submit (via track changes) and comments/edits to Chris before the January 5, 2022 board meeting.		
	The STS Foundation Board	2022 Annual STS Foundation Board Meeting
<b>Tennessee to join the STS Foundation Board:</b> <b>Action:</b> The Board is waiting for SPRO submitted application from TN. Once received, the board will review and vote at the next Board meeting on voting in TN to the STS Foundation Board. It is suggested that Tom Coleman (FS) follow up with TN to see where they might be in the process. <b>Action:</b> Once TN has been added as a confirmed Board Member – the STS Foundation Board will update its documentation – send it to the STS Foundation Board member states for signatures to finalize the process for each state individually.		
	The STS Foundation Board Tom Coleman	In Progress In Progress
<b>Report for 2021-22 Regulatory Grant DUE:</b> <b>Action:</b> The report for the 2021-21 Regulatory Grant is due to Georgia Brock (STS Foundation Board).		
	All receiving funds	January 14, 2022
<b>Report for 2021 Trap and Treat Grant DUE:</b> <b>Action:</b> The report for the 2021 Trap and Treat Grant is due to Georgia Brock (STS Foundation Board).		
	All receiving funds	BEFORE January 29, 2022

**Agenda Item Notes**

Topic	Discussion (all times are listed in Eastern time)
1. Call to order	<ul style="list-style-type: none"> <li>Called to order at 11:01 AM by President Kimberly Thielen Cremers (MN)</li> </ul>
2. Roll call	<ul style="list-style-type: none"> <li>Secretary Carl Harper (KY) did roll call and quorum was met.</li> </ul>



<p>3. Approval of minutes</p>	<ul style="list-style-type: none"> <li>• Approval of minutes             <ul style="list-style-type: none"> <li>○ December 1, 2021 Minutes                 <ul style="list-style-type: none"> <li>▪ Tivon Feeley (IA) moved to approve with corrections; Larry Nichols (VA) second. Minutes approved.</li> </ul> </li> </ul> </li> </ul>
<p>4. Grant and Budget Spreadsheets. Refer to <a href="#">12232021spreadsheet_final_official.xlsx</a> and <a href="#">STS 2022 Draft Budget (1-3-22).xlsx</a> for more details.</p>	<ul style="list-style-type: none"> <li>• Grant and Budget Spreadsheets:             <ul style="list-style-type: none"> <li>○ 2021-2022 Reg.:                 <ul style="list-style-type: none"> <li>▪ Georgia Brock (STS Foundation):                     <ul style="list-style-type: none"> <li>• Report due by January 14, 2021 to Georgia.</li> </ul> </li> </ul> </li> <li>○ 2019 FS:                 <ul style="list-style-type: none"> <li>▪ Georgia Brock (STS Foundation):                     <ul style="list-style-type: none"> <li>• Fully spent and balance is \$0</li> </ul> </li> </ul> </li> <li>○ 2020 FS:                 <ul style="list-style-type: none"> <li>▪ Georgia Brock (STS Foundation):                     <ul style="list-style-type: none"> <li>• No changes since December board meeting.</li> <li>• Remaining funds will be used to buy racemic.</li> </ul> </li> </ul> </li> <li>○ 2021 FS:                 <ul style="list-style-type: none"> <li>▪ Georgia Brock (STS Foundation):                     <ul style="list-style-type: none"> <li>• Waiting to receive funds for pending payments.</li> <li>• Even after Tom Coleman (FS) approves in the system, it is still some time to get it approved by the next level approvers in the financial office.</li> <li>• Tom Coleman (FS) will find out where the letter regarding payment delays should go from the board.</li> <li>• It has been taking over the 30-day time frame for some payment requests and the auditors can charge a penalty for anything over 30 days.</li> <li>• The last five requests submitted from the board were over 30 days in payment.</li> </ul> </li> </ul> </li> <li>○ STS 2022 Draft Budget Sheet:                 <ul style="list-style-type: none"> <li>▪ Tom Coleman (FS):                     <ul style="list-style-type: none"> <li>• Refer to <a href="#">STS 2022 Draft Budget (1-3-22).xlsx</a> spreadsheet for details.</li> <li>• All budgets are in except for databases (VT and MSU).</li> <li>• Planning on a flat budget of \$7.11 million at this time. If additional monies do come down, it can be utilized. Biggest hurdle in the continuing resolution budget.</li> <li>• There is no contract price yet. So, using the higher rate (5%) to calculate. Right now all seems to be OK. But will know better maybe by next week.</li> <li>• Encourage states to see if they have extra match available so that the STS Foundation could receive more funds if the situation arises. At the current</li> </ul> </li> </ul> </li> </ul> </li> </ul>



	<p>state match funding levels, STS could receive up to another \$1.6 million.</p> <ul style="list-style-type: none"> <li>• Working with the funding unit to let them know that the STS Foundation Board is needing funds up front.</li> </ul> <ul style="list-style-type: none"> <li>• Mating Disruption Contract:             <ul style="list-style-type: none"> <li>○ Tom Coleman (FS)</li> <li>○ Website with information about the mating disruption contract can be found at: <a href="https://sam.gov/opp/e999a3a224f64439898b8bb3053f42bf/view">https://sam.gov/opp/e999a3a224f64439898b8bb3053f42bf/view</a></li> <li>○ Contract closes on January 14, 2022. Hope to award contract in February before the board meeting.</li> </ul> </li> <li>• Action Items:             <ul style="list-style-type: none"> <li>○ The report for the 2021-21 Regulatory Grant is due to Georgia Brock (STS Foundation Board) on or before January 14, 2022.</li> <li>○ The report for the 2021 Trap and Treat Grant is due to Georgia Brock (STS Foundation Board) BEFORE January 29, 2022.</li> </ul> </li> </ul>
<p>5. Miscellaneous business:</p>	<ul style="list-style-type: none"> <li>• Look at reevaluating funds for the Michigan calibration at the February meeting: Kimberly Thielen Cremers (MN)</li> <li>• Winter Operations:             <ul style="list-style-type: none"> <li>○ The reservation block has been filled. With the COVID Omicron variant, do we still want to move forward with this as an in-person meeting?                 <ul style="list-style-type: none"> <li>▪ Discussion:                     <ul style="list-style-type: none"> <li>• Up to the host (Coleman) and the individuals (state reps). Tom's approval is still up to his office for travel.</li> <li>• Are there any states that have been denied travel? So far none.</li> <li>• Virginia Tech doesn't plan to attend an in-person this year.</li> <li>• If states aren't restricting then it is a personal issue for traveling.</li> <li>• The host (Tom) gave his perspective.</li> <li>• We see the need to get together but understand the situation that COVID is causing.</li> </ul> </li> <li>▪ Decision:                     <ul style="list-style-type: none"> <li>• Cancel in-person winter ops but have it virtual. Plan to have it span over 3 days.</li> <li>• Ask VT to hold monthly follow-up training meetings that are more focused to allow for more discussion and learning.</li> </ul> </li> </ul> </li> </ul> </li> <li>• February Board Meeting STS Foundation Board February Meeting:             <ul style="list-style-type: none"> <li>○ Discussion:                 <ul style="list-style-type: none"> <li>▪ With the decision made about the Winter Ops meeting and the STS Foundation Board meeting is just a week or so</li> </ul> </li> </ul> </li> </ul>



	<p>after that, do we hold or cancel the annual in person meeting.</p> <ul style="list-style-type: none"> <li>○ Decision: Cancel the in-person February Annual In-Person meeting to be held in North Carolina and hold it virtually over a two-day morning during the same week.</li> <li>• Desk Guide (Chris Foelker (WI)):             <ul style="list-style-type: none"> <li>○ No edits were sent to Chris. Chris will review it once more and go over with Carl and Larry once more before the February meeting for Board approval.</li> </ul> </li> <li>• Letter from STS Foundation to ESA regarding the common name change of gypsy moth (Kimberly Thielen Cremers (MN)):             <ul style="list-style-type: none"> <li>○ Edits were incorporated from the members and reviewed the letter. All were ok with the current format of the letter, and it will be sent to the ESA contact (Josh Lancette) on January 5, 2021.</li> </ul> </li> </ul>
6. Adjournment	<ul style="list-style-type: none"> <li>• Carl Harper (KY) made a motion to adjourn, Phil Marshall (IN) seconded the motion. The motion passed.</li> <li>• Adjourned 12:16p</li> </ul>

2022 STS Conference Call and Meeting Schedule		
Conference calls are scheduled for the 1 <sup>st</sup> Wednesday of each month at 10:00 CT/11:00 ET unless otherwise scheduled by the Board President. The call-in was via Microsoft Teams.		
Date	Meeting Type	Held / Cancelled / Pending
January 5, 2022	Microsoft Teams Call	Held
February 8, 2022	Annual Face-to-Face Meeting	Pending
March 2, 2022	Microsoft Teams Call	Pending
April 6, 2022	Microsoft Teams Call	Pending
May 4, 2022	Microsoft Teams Call	Pending
June 1, 2022	Microsoft Teams Call	Pending
July 6, 2022	Microsoft Teams Call	Pending
August 3, 2022	Microsoft Teams Call	Pending
September 7, 2022	Microsoft Teams Call	Pending
October 5, 2022	Microsoft Teams Call	Pending
November 2, 2022	Microsoft Teams Call	Pending
December 7, 2022	Microsoft Teams Call	Pending



The foregoing motions and actions, by unanimous consent are to have full force and effect as of January 5, 2022, unless otherwise indicated by the Board.

Carl Harper, Secretary

Minnesota  
Kimberly Thielen Cremers - President  
651-201-6329

North Carolina  
Joy Goforth – Vice President/Treasurer  
919-707-3753

Kentucky  
Carl Harper - Secretary  
859-218-3376

Illinois  
Scott Schirmer  
815-787-5481

Indiana  
Phil Marshall  
812-358-3621

Iowa  
Tivon Feeley  
515-725-8453

Ohio  
David Adkins  
614-387-0907

Virginia  
Larry Nichols  
804-786-3523

West Virginia  
Tim Brown  
304-558-2212

Wisconsin  
Chris Foelker  
608-422-1121