



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

Meeting Specifics

Purpose	Time	STS Foundation Board Chair
Monthly Board Meeting	10:00AM Central	Kimberly Thielen Cremers (Minnesota)
Date	11:00AM Eastern	Location
June 1, 2022	Minutes Approved: September 7, 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 01-JUN-22

President: <input checked="" type="checkbox"/> Kimberly Thielen Cremers (MN)	Vice-President / Treasurer: <input checked="" type="checkbox"/> Joy Goforth (NC)	Secretary: <input checked="" type="checkbox"/> Carl Harper (KY)
<input checked="" type="checkbox"/> Scott Schirmer (IL)	<input checked="" type="checkbox"/> Phil Marshall (IN)	<input 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

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

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)

Time	Agenda Item	Presenter/Facilitator
11:00a	Call to order: Roll call Call for additional discussion items Approval of minutes	Kimberly Thielen Cremers Carl Harper Kimberly Thielen Cremers Kimberly Thielen Cremers
	Audit Committee Report	Phil Marshall



Indirect Cost Policy	Kimberly Thielen Cremers
Miscellaneous business	Kimberly Thielen Cremers /All
Adjournment	

Status Update of Grant Agreements and Action Items

2021-22 APHIS Regulatory Grant Info as of 06-APR-22

2021-22 Regulatory Grant	Awarded	Disbursed	Pending	Deobligated	Balance
Illinois	\$22,600.00	\$22,600.00	\$0.00	\$0.00	\$0.00
Minnesota	\$50,000.00	\$8,522.45	\$0.00	\$0.00	\$41,477.55
West Virginia	\$30,000.00	\$19,958.36	\$10,041.64	\$0.00	\$0.00
Wisconsin	\$40,400.00	\$39,698.53	\$707.47	\$0.00	-\$6.00
Total Regulatory	\$143,000.00	\$90,779.34	\$10,749.11	\$0.00	\$41,471.55

Item	Assigned to	Due Date
2021-22 APHIS Regulatory Grant Reporting		
FSR (07/01/21 – 12/31/21)		01/14/2022
Accomplishment Report (07/01/21 – 12/31/21)		01/14/2022
Final FSR (07/01/21 – 06/30/22)		08/15/2022
Final Accomplishment Report (07/01/21 – 06/30/22)		08/15/2022
2021-22 APHIS Regulatory Grant Action Items:		

2021 STS Trapping and Treatment Grant Info as of 02-MAY-22

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	\$34,869.00	\$0.00	\$0.00
Indiana STS	\$197,568.00	\$0.00	\$117,555.60	\$18,750.90	\$61,261.50
Iowa STS	\$80,390.00	\$0.00	\$74,780.22	\$5,609.78	\$0.00
Kentucky STS	\$44,000.00	\$0.00	\$25,494.66	\$1,595.12	\$16,910.22
Michigan - Calibration fly-in	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00
Minnesota STS	\$650,880.00	\$0.00	\$526,153.27	\$60,651.71	\$64,075.02
North Carolina STS	\$107,473.00	\$0.00	\$50,594.57	\$24,942.12	\$31,936.31
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	\$488,574.28	\$0.00	\$187,182.72
West Virginia STS	\$323,910.00	\$0.00	\$196,269.61	\$41,154.61	\$86,485.78
Wisconsin STS	\$681,716.00	\$0.00	\$532,502.45	\$0.00	\$149,213.55
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
Subtotal STS Grants	\$3,337,181.00	\$0.00	\$2,399,787.30	\$152,704.24	\$784,689.46



Total Funds in Grant	\$4,768,007.00				
Subtotal Disbursed/Pending in subgrants	\$2,552,491.54				
Subtotal Foundation Expenses	\$837,956.95				
Total Spent	\$3,390,448.49				
Balance	\$1,377,558.51				
Obligated but not Spent	\$1,614,558.51				
Item		Assigned to		Due Date	
2021 STS Trapping and Treatment Grant Reports					
Annual FSR	(01/01/21 – 12/31/21)	All receiving funds		01/29/2022	
Annual Performance Report	(01/01/21 – 12/31/21)			01/29/2022	
Final Performance Report	(01/01/21 – 12/31/21)			07/15/2022	
Final FSR	(01/01/21 – 06/01/22)			07/15/2022	
2021 STS Trapping and Treatment Action Items:					
<i>No action items</i>					
2022 STS Trapping and Treatment Grant Info as of 02-MAY-22					
2022: Total of \$4,412,357					
Grant #: 19-DG-11083150-004 Mod. 7					
2020 Subgrants to States for STS	Award	Deobligated (subtracted)	Disbursed	Pending	Balance
Illinois STS	\$109,257.00	\$0.00	\$0.00	\$0.00	\$109,257.00
Indiana STS	\$230,968.00	\$0.00	\$0.00	\$0.00	\$230,968.00
Iowa STS	\$80,405.00	\$0.00	\$0.00	\$0.00	\$80,405.00
Kentucky STS	\$44,000.00	\$0.00	\$0.00	\$0.00	\$44,000.00
Michigan - Calibration fly-in	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00
Minnesota STS	\$487,298.00	\$0.00	\$0.00	\$0.00	\$487,298.00
North Carolina STS	\$107,608.00	\$0.00	\$0.00	\$0.00	\$107,608.00
Ohio STS	\$421,705.00	\$0.00	\$0.00	\$0.00	\$421,705.00
Tennessee	\$88,658.00	\$0.00	\$0.00	\$0.00	\$88,658.00
Virginia STS	\$785,534.00	\$0.00	\$0.00	\$0.00	\$785,534.00
West Virginia STS	\$349,031.00	\$0.00	\$0.00	\$0.00	\$349,031.00
Wisconsin STS	\$795,214.00	\$0.00	\$0.00	\$0.00	\$795,214.00
Dylan Parry (SUNY)	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
Derek Johnson (VCU)	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00
Subtotal STS Grants	\$3,548,678.00	\$0.00	\$0.00	\$0.00	\$3,548,678.00
Total Funds in Grant	\$4,300,944.00				
Subtotal Disbursed/Pending in subgrants	\$0.00				
Subtotal Foundation Expenses	\$12,874.74				
Total Spent	\$12,874.74				
Balance	\$4,288,069.26				
Obligated but not Spent	\$4,288,069.26				
Item		Assigned to		Due Date	



2022 STS Trapping and Treatment Grant Reports		All receiving funds	
Annual FSR	(01/01/22 – 12/31/22)		01/29/2023
Annual Performance Report	(01/01/22 – 12/31/22)		01/29/2023
Final Performance Report	(01/01/22 – 12/31/22)		07/15/2023
Final FSR	(01/01/22 – 06/01/22)		07/15/2023
2022 STS Trapping and Treatment Action Items:			
Assigned Action Items as of 01-JUN-22			
Item	Assigned to	Due Date	
STS Foundation Board Auditor Expenses Review Action: Discuss and plan the process for the 2023 audit expenses.	The STS Foundation Board	June 2022	
Review quarterly reimbursement due dates Action: Review the quarterly reimbursement due dates as states will have time to check with their grant/financial staff regarding those dates.	The STS Foundation Board	By June 2022	
STS Foundation Board Desk Guide Action: Will review at next meeting for final approval after Anthony Man Son Hing's review of the APHIS language.	The STS Foundation Board	In Progress	
Tennessee to join the STS Foundation Board: Action: 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. Action: 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	In Progress	

Agenda Item Notes

Topic	Discussion (all times are listed in Eastern time)
1. Call to order	<ul style="list-style-type: none"> • Called to order at 11:03AM by President Kimberly Thielen Cremers (MN)
2. Roll call	<ul style="list-style-type: none"> • Carl Harper (KY) did roll call and quorum was met.
3. Approval of minutes	<ul style="list-style-type: none"> • Approval of minutes <ul style="list-style-type: none"> ○ May 4, 2022 Board Minutes <ul style="list-style-type: none"> ▪ Postponed until next board meeting.



<p>4. Audit Committee Report</p>	<ul style="list-style-type: none"> • Audit Committee Report <ul style="list-style-type: none"> ○ Phil Marshall (IN): Committee reviewed the April financial report and found it in good standing.
<p>5. Indirect Cost Policy</p>	<ul style="list-style-type: none"> • Indirect Cost Policy <ul style="list-style-type: none"> ○ Kimberly Thielen Cremers asked the question, “Does this policy affect the STS regulatory funds as well.” <ul style="list-style-type: none"> ▪ Example: MN has always used their federally negotiated rate for STS regulatory. Since the foundation has a 15% indirect policy does this apply to just the STS funding or to the STS regulatory funds too? ○ Discussion: <ul style="list-style-type: none"> ▪ What was the intent of the policy? To help limit the impact of the federally negotiated rates? ▪ Larry Nichols (VA) and Carl Harper (KY) gave an overview of the policy set in 2010. Kentucky was the one that pushed for a policy because the University has an indirect rate of 45% on campus and 26% off campus rate. The University pushes the on-campus rate due to the fact that the program manager is on campus. ▪ Scott Schirmer (IL) has concerns with the section in the policy stating “Effective date: The matching funds policy applies to all GM-STS Foundation, Inc projects funded after October 1, 2010 was the confusing portion of language.” ▪ Phil Marshall (IN): said that direct cost has to be defined. The language Scott Schirmer (IL) mentioned is confusing. What is APHIS’ indirect? ▪ It was commented that it is 15% of total direct cost is for total award (max). Most states indirect are currently done via salary or salary/fringe. The foundation should have a negotiated rate with USDA but we currently don’t. ▪ Larry Nichols (VA): we are currently following APHIS’ indirect but not within the Foundation based on how the current policy is written. ▪ Phil Marshall (IL): we must make sure we are in compliance with the two agencies (APHIS and FS). <ul style="list-style-type: none"> • Kimberly Thielen Cremers (MN) – believes we are but we need a clearer policy for indirects. ▪ Dave Adkins (OH): suggests another paragraph specific for STS regulatory. ▪ Georgia Brock (Foundation): goal is to be sure about the indirect cost policy applying to STS regulatory. ▪ Larry Nichols (VA): mentioned the federally established indirect rate is in place. Our auditors may need to offer some clarity on this? ▪ Joy Goforth (NC): suggested a ‘band-aid fix’ for now and fix in future.



	<ul style="list-style-type: none"> ▪ Larry Nichols (VA): suggests moving forward with the current state negotiated rate for the current STS Regulatory grant. <ul style="list-style-type: none"> • Seems to be consensus on this idea. ▪ Motion: Phil Marshall (IL): Move to approve the 2022 – 2023 regulatory grants as drafted as relative to the indirect rates submitted by each funded state. Second Larry Nichols (VA), Motion passed. <ul style="list-style-type: none"> • Further discussion after the motion led to Phil Marshall (IL) rescinding his so that a clearer motion could be made: ▪ Larry Nichols (VA): moves to approve the indirect rates as submitted by each state for 2022 – 2023 regulatory grants. Scott Schirmer (IL) seconds. Motion passes. <ul style="list-style-type: none"> ○ Consensus that the indirect policy needs further review at a future board meeting. ○ Action Item: Each state gets clarity on their NICRA ○ Action Item: Joy Goforth (NC) will reach out to our auditors to be sure we are in compliance with US FS and APHIS as well as our internal indirect policy. ○ Action Item: Each state to determine the difference based on the two different rates.
6. Adjournment	<ul style="list-style-type: none"> • Carl Harper (KY) made a motion to adjourn, Phil Marshall (IN) seconded the motion. The motion passed. • Adjourned 12:16p

2022 STS Conference Call and Meeting Schedule		
Conference calls are scheduled for the 1 st 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 8-9, 2022	Annual Face-to-Face Meeting	Held (held virtually due to COVID)
March 9, 2022	Microsoft Teams Call	Held (rescheduled from March 2, 2022)
April 6, 2022	Microsoft Teams Call	Held
May 4, 2022	Microsoft Teams Call	Held
June 1, 2022	Microsoft Teams Call	Held
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 June 1, 2022, unless otherwise indicated by the Board.

Carl Harper, Secretary