



**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>
April 6, 2022	<b>Minutes Approved:</b> May 4, 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 06-APR-22**

<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 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"/>
<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 checked="" 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 checked="" 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"/> 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)**

<b>Time</b>	<b>Agenda Item</b>	<b>Presenter/Facilitator</b>
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
	Grant and budget spreadsheets	Georgia Brock/Tom Coleman



	Partial Awards	Georgia Brock
	STS Update: Calibration Fly-in – Chris; Database – Mannin; Gypchek, etc - Tom	Tom Coleman
	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	\$0.00	\$0.00	\$10,041.64
Wisconsin	\$40,400.00	\$39,698.53	\$0.00	\$0.00	\$701.47
<b>Total Regulatory</b>	<b>\$143,000.00</b>	<b>\$90,779.34</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$52,220.66</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 06-APR-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	\$0.00	\$80,012.40
Iowa STS	\$80,390.00	\$0.00	\$74,780.22	\$0.00	\$5,609.78
Kentucky STS	\$44,000.00	\$0.00	\$23,880.36	\$1,614.30	\$18,505.34
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	\$0.00	\$124,726.73
North Carolina STS	\$107,473.00	\$0.00	\$50,594.57	\$0.00	\$56,878.43
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	\$431,404.59	\$57,169.69	\$187,182.72
West Virginia STS	\$323,910.00	\$0.00	\$196,269.61	\$0.00	\$127,640.39
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
<b>Subtotal STS Grants</b>	<b>\$3,337,181.00</b>	<b>\$0.00</b>	<b>\$2,341,003.31</b>	<b>\$58,783.99</b>	<b>\$937,393.70</b>
<b>Total Funds in Grant</b>	\$4,768,007.00				
Subtotal Disbursed/Pending in subgrants	\$2,399,787.30				
Subtotal Foundation Expenses	\$504,984.42				
Total Spent	\$2,904,771.72				
<b>Balance</b>	\$1,863,235.28				
Obligated but not Spent	\$2,100,235.28				
<b>Item</b>		<b>Assigned to</b>		<b>Due Date</b>	
<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>					
<b>2020 STS Trapping and Treatment Grant Info as of 06-APR-22</b>					
<b>2020: Total of \$5,253,602</b>					
<b>Grant #: 19-DG-11083150-004 Mod. 2</b>					
<b>2020 Subgrants to States for STS</b>	<b>Award</b>	<b>Deobligated (subtracted)</b>	<b>Disbursed</b>	<b>Pending</b>	<b>Balance</b>
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>	\$1,014,359.76				
Obligated but not Spent	\$464,359.76				
<b>Item</b>		<b>Assigned to</b>		<b>Due Date</b>	



<b>2020 STS Trapping and Treatment Grant Reports</b>		
Annual FSR	(1/1/20 – 12/31/20)	4/29/2021
Annual Performance Report	(1/1/20 – 12/31/20)	4/29/2021
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 06-APR-22</b>		
Item	Assigned to	Due Date
<b>STS Foundation Board Auditor Expenses Review</b> <b>Action:</b> Discuss and plan the process for the 2023 audit expenses.	The STS Foundation Board	May 2022
<b>STS 2022 Budget MOD 7</b> <b>Action:</b> Tom Coleman (FS) will send out the MOD 7 document for states to refer to if states need funding before MOD 8.	The STS Foundation Board	Complete!
<b>STS Foundation Board Desk Guide</b> <b>Action:</b> 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
<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	In Progress

**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 11:02AM by President Kimberly Thielen Cremers (MN)</li> </ul>
2. Roll call	<ul style="list-style-type: none"> <li>• Carl Harper (KY) did roll call and quorum was met.</li> </ul>
3. Approval of minutes	<ul style="list-style-type: none"> <li>• Approval of minutes               <ul style="list-style-type: none"> <li>○ March 9, 2022 Board Minutes</li> </ul> </li> </ul>



	<ul style="list-style-type: none"> <li>▪ David Adkins (OH) moves to accept, Phil Marshal (IN) seconds. Motion passes</li> </ul>
<p>4. Grant and budget spreadsheets (04062022 spreadsheet_final official, STS 2022 Budget (4-6-22))</p>	<ul style="list-style-type: none"> <li>• Grant Spreadsheet           <ul style="list-style-type: none"> <li>○ 2021-2022 Regulatory               <ul style="list-style-type: none"> <li>▪ No changes from last month.</li> </ul> </li> <li>○ 2020 FS               <ul style="list-style-type: none"> <li>▪ No change from last month.</li> </ul> </li> <li>○ 2022-2023 Regulatory               <ul style="list-style-type: none"> <li>▪ Still working on building the spreadsheet once all information is received to Georgia.</li> </ul> </li> <li>○ 2021 STS Grant               <ul style="list-style-type: none"> <li>▪ Kentucky, Virginia and Tennessee have pending payments</li> <li>▪ All is in line with QuickBooks</li> <li>▪ The auditors charged \$1,525 more than the \$30,000 budgeted. Same number of hours spent but the cost was more. Joy Goforth (NC) and Georgia Brock (STS Foundation) will contact the auditors for more clarification.</li> <li>▪ ACTION ITEM: Discuss and plan process for 2023 audit expenses.</li> </ul> </li> <li>○ 2022 STS Budget               <ul style="list-style-type: none"> <li>▪ At the February meeting STS Foundation was quoted \$7.5 million; the extra \$500,000 didn't come. The budget has been reduced to \$7.0 million.</li> <li>▪ There has been an extra \$110,000 that was part of the extra funding that went to the mating disruption plot work. It was then absorbed out of the contingency fund – which leaves currently \$108,574 in the fund.</li> <li>▪ Planning within the STS Foundation stayed based on \$7.0 million so not a lot of cuts had to be made.</li> </ul> </li> </ul> </li> </ul>
<p>5. Partial awards</p>	<ul style="list-style-type: none"> <li>• Partial Awards – Georgia Brock           <ul style="list-style-type: none"> <li>○ If any of the states believe they need funding before MOD 8 is approved, please submit application based on MOD 7 numbers to G. Brock (STS Foundation). It would potentially be the first of May before the full award is awarded.</li> <li>○ ACTION ITEM: Tom Coleman (FS) will send out the MOD 7 document for states to refer to.</li> <li>○ Discussion:               <ul style="list-style-type: none"> <li>▪ Tim Brown (WV): How does the infrastructure funding affect us? Forest Health Protection is set to receive \$10 million from this. But the current allocation is for invasive plants.                   <ul style="list-style-type: none"> <li>• More investigation is being done regarding these funds and if the STS Foundation can benefit from these funds.</li> </ul> </li> </ul> </li> </ul> </li> </ul>



<p>6. STS Update: Calibration Fly-in – Chris; Database – Mannin; Gypcheck, etc. - Tom</p>	<ul style="list-style-type: none"> <li>• STS Update:             <ul style="list-style-type: none"> <li>○ Calibration Fly-in – Chris Foelker (WI)                 <ul style="list-style-type: none"> <li>▪ March 30, 2022 was the fly-in. Weather was not cooperative for some of the characterization related to the evaluation of droplet distribution. Boom calibration had some setbacks due to equipment needing repaired and troubleshooting. But even with delays, it all got completed for those using this service.</li> <li>▪ Mike Schiffer (AI's Aerial) isn't anticipating being cleared for flying for 2022 but plans to be on site to do other necessary parts of the STS treatment operation. He is still recovering very well medically.</li> <li>▪ Characterization for new operators – how do they do follow-up, if any? Response: The calibration is the more crucial aspect. If set up right at calibration, the characterization will be OK.</li> </ul> </li> <li>○ Database – Mannin Dodd (VT)                 <ul style="list-style-type: none"> <li>▪ Trapping has started; about 2000 traps set so far. Southern states are starting. Applications are being updated as we speak. Trapper training webinar is completed and should be on the web soon. There have been requests of symbology changes from states.</li> <li>▪ No news from field yet from field.</li> </ul> </li> <li>○ Gypcheck - Tom Coleman (FS)                 <ul style="list-style-type: none"> <li>▪ A lot is on hold now because of the funding changes. John Kyhl has visited with the storage facility and work is needed. All Environmental Assessments are signed off and moving forward.</li> </ul> </li> <li>○ Mating Disruption Applications – Tom Coleman (FS)                 <ul style="list-style-type: none"> <li>▪ Reviewed and will be sent out.</li> </ul> </li> <li>○ Racemic disparlure - Tom Coleman (FS)                 <ul style="list-style-type: none"> <li>▪ Order into US and will be moved to storage.</li> </ul> </li> </ul> </li> </ul>
<p>7. Miscellaneous business</p>	<ul style="list-style-type: none"> <li>• National Pest Suppression Tracking (NPST) – John Kyhl (FS)             <ul style="list-style-type: none"> <li>○ Asked to continue this by many others. John Kyhl is now tasked with doing this and getting the updates out since the person that was doing this has taken a new position. Data can be adjusted as needed as more real numbers begin to appear. Getting the finalized tracking information ultimately moved to the Digest is still in progress.</li> </ul> </li> <li>• ALDR Update - Kimberly Thielen Cremers (MN)             <ul style="list-style-type: none"> <li>○ Looking at a date change because it happened to be set on during the Veteran's Day holiday. But tentatively set for the week of October 31<sup>st</sup> once confirmed with the hotel.</li> <li>○ Not solidified the name change for the meeting yet but will start the transition.</li> </ul> </li> <li>• Audit Committee Report – Phil Marshall (IN)</li> </ul>



	<ul style="list-style-type: none"> <li>○ February review of bank statements for STS Foundation was in order.</li> <li>● Letterhead change – Kimberly Thielen Cremers (MN)             <ul style="list-style-type: none"> <li>○ Because of the name of gypsy moth in it, it needs to be considered updated. The logo is on websites and public facing and needs updated.</li> </ul> </li> <li>● APHIS Update – Kathryn Bronsky (APHIS)             <ul style="list-style-type: none"> <li>○ Waiting on budget tables to be allocated within the program. Environmental Assessments for Washington state complete for their trapping in the state.</li> </ul> </li> <li>● Change end date of grant period for states from June 1 to May 31 – Georgia Brock (STS Foundation)             <ul style="list-style-type: none"> <li>○ Why this date of June 1 and what is the process to change to May 31? No one had a definitive answer; it was just always that way. The board is fine with moving the end date to May 31. Georgia will do that for the upcoming grant period.</li> </ul> </li> </ul>
8. 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 12:22p</li> </ul>

<b>2022 STS Conference Call and Meeting Schedule</b>		
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 8-9, 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	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
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The foregoing motions and actions, by unanimous consent are to have full force and effect as of April 6, 2022, unless otherwise indicated by the Board.

Carl Harper, Secretary