



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 (MN)
Date	11:00AM Eastern	Location
January 4, 2023	Minutes Approved: February 22, 2023	Virtual Meeting via Microsoft Teams

Proper notice having been duly given to each Board member; a conference call of the Board of Directors was held on the above date.

Board Members 04-JAN-23

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 checked="" type="checkbox"/> Tivon Feeley (IA)
<input checked="" type="checkbox"/> Tim Brown (WV)	<input type="checkbox"/> Vacant (WI)	<input checked="" type="checkbox"/> Jonathan Shields (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	Minnesota <input type="checkbox"/>
North Carolina <input checked="" type="checkbox"/> Sara Lalk	Ohio: <input type="checkbox"/>	Tennessee <input type="checkbox"/> Hannah Hollowell	Virginia <input checked="" type="checkbox"/> David Gianino <input checked="" type="checkbox"/> Larry Bradfield	West Virginia <input checked="" type="checkbox"/> Andy Stotts
Wisconsin <input checked="" type="checkbox"/> Brian Kuhn (WI)	GMSTS, Inc. <input checked="" type="checkbox"/> Georgia Brock	US Forest Service <input checked="" type="checkbox"/> Tom Coleman <input checked="" type="checkbox"/> John Kyhl <input type="checkbox"/> Patrick Engelken <input checked="" type="checkbox"/> Derek Puckett <input type="checkbox"/> Chris Hayes <input type="checkbox"/> David Mausel <input checked="" type="checkbox"/> Tim Tomon	USDA APHIS <input type="checkbox"/> Kathryn Bronsky <input checked="" type="checkbox"/> Anthony Man-Son-Hing	Virginia Tech <input type="checkbox"/> Mannin Dodd
Michigan State <input type="checkbox"/> Travis Perkins	MPC (Auditors) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			

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
	Grant and Budget Spreadsheets	Georgia Brock/Tom Coleman



	Audit Committee Report	Phil Marshall
	STS Program Updates	Tom Coleman
	Miscellaneous business	Kimberly Thielen Cremers /All
	Adjournment	

Status Update of Grant Agreements and Action Items

2022-23 APHIS Regulatory Grant Info as of 05-DEC-22

2022-23 Regulatory Grant	Awarded	Disbursed	Pending	Deobligated	Balance
Illinois	\$22,600.00	\$1,391.04	\$0.00	\$0.00	\$21,208.96
Minnesota	\$50,000.00	\$3,838.64	\$0.00	\$0.00	\$46,161.36
West Virginia	\$30,000.00	\$12,385.41	\$0.00	\$0.00	\$17,614.59
Wisconsin	\$40,400.00	\$6,377.14	\$0.00	\$0.00	\$34,022.86
Total Regulatory	\$143,000.00	\$23,992.23	\$0.00	\$0.00	\$119,007.77

Item	Assigned to	Due Date
2022-23 APHIS Regulatory Grant Reporting		
FSR (07/01/21 – 12/31/22)		01/16/2023
Accomplishment Report (07/01/21 – 12/31/22)		01/16/2023
Final FSR (07/01/21 – 06/30/23)		08/15/2023
Final Accomplishment Report (07/01/21 – 06/30/23)		08/15/2023
2022-23 APHIS Regulatory Reimbursement Requests Due		
Period: July 1 – September 30, 2022	IL, MN, WV, WI	10/31/2022
Period: October 1 – December 31, 2022	IL, MN, WV, WI	01/15/2023
Period: January 1 – March 31, 2023	IL, MN, WV, WI	04/30/2023
Period: April 1 – June 30, 2023	IL, MN, WV, WI	07/31/2023
2022-23 APHIS Regulatory Grant Action Items:		

2021 STS Trapping and Treatment Grant Info as of 22-DEC-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	\$197,568.00	\$0.00	\$0.00
Iowa STS	\$80,390.00	\$0.00	\$80,390.00	\$0.00	\$0.00
Kentucky STS	\$44,000.00	\$0.00	\$43,162.70	\$0.00	\$837.30
Michigan - Calibration fly-in	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00
Minnesota STS	\$650,880.00	\$0.00	\$619,288.69	\$0.00	\$31,591.31
North Carolina STS	\$107,473.00	\$0.00	\$89,094.09	\$0.00	\$18,378.91
Ohio STS	\$480,660.00	\$0.00	\$480,660.00	\$0.00	\$0.00
Tennessee	\$40,958.00	\$0.00	\$40,958.00	\$0.00	\$0.00



Virginia STS	\$675,757.00	\$0.00	\$675,757.00	\$0.00	\$0.00
West Virginia STS	\$323,910.00	\$0.00	\$323,910.00	\$0.00	\$0.00
Wisconsin STS	\$681,716.00	\$0.00	\$681,716.00	\$0.00	\$0.00
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	\$3,281,965.23	\$0.00	\$55,215.77

Total Funds in Grant	\$4,768,007.00
Subtotal Disbursed/Pending in subgrants	\$3,281,965.23
Subtotal Foundation Expenses	\$584,788.45
Total Spent	\$3,866,753.68
Balance	\$901,253.32
Obligated but not Spent	\$1,138,253.32

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:		
Items highlighted in green above in the 2021 balance for each state has been deobligated		

2022 STS Trapping and Treatment Grant Info as of 22-DEC-22

2022: Total of \$4,412,357
Grant #: 19-DG-11083150-004 Mod. 7

2022 Subgrants to States for STS	Award	Deobligated (subtracted)	Disbursed	Pending	Balance
Illinois STS	\$109,257.00	\$0.00	\$102,639.22	\$0.00	\$6,617.78
Indiana STS	\$230,968.00	\$0.00	\$66,156.08	\$0.00	\$164,811.92
Iowa STS	\$80,405.00	\$0.00	\$45,303.55	\$0.00	\$35,101.45
Kentucky STS	\$44,000.00	\$0.00	\$7,420.20	\$12,087.71	\$24,492.09
Michigan - Calibration fly-in	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00
Minnesota STS	\$508,941.00	\$0.00	\$328,124.33	\$0.00	\$180,816.67
North Carolina STS	\$107,608.00	\$0.00	\$26,185.82	\$0.00	\$81,422.18
Ohio STS	\$421,705.00	\$0.00	\$185,111.77	\$7,906.84	\$228,686.39
Tennessee	\$88,658.00	\$0.00	\$65,199.47	\$0.00	\$23,458.53
Virginia STS	\$671,632.00	\$0.00	\$198,230.05	\$0.00	\$473,401.95
West Virginia STS	\$349,031.00	\$0.00	\$178,788.49	\$0.00	\$170,242.51
Wisconsin STS	\$795,214.00	\$0.00	\$638,400.02	\$0.00	\$156,813.98
Dylan Parry (SUNY)	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
Derek Johnson (VCU)	\$29,983.00	\$0.00	\$0.00	\$0.00	\$29,983.00
Subtotal STS Grants	\$3,456,402.00	\$0.00	\$1,850,559.00	\$19,994.55	\$1,585,848.45
Total Funds in Grant	\$4,300,944.00				



Subtotal Disbursed/Pending in subgrants	\$1,870,553.55
Subtotal Foundation Expenses	\$553,824.80
Total Spent	\$2,424,378.35
Balance	\$1,876,565.65
Obligated but not Spent	\$1,876,565.65

Item	Assigned to	Due Date
2022 STS Trapping and Treatment Grant Reports		
Annual FSR (01/01/22 – 12/31/22)	All receiving funds	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 04-JAN-23

Item	Assigned to	Due Date
Annual Report Due Action: Annual reports due from the states to the STS Foundation	ALL STATES	On or before January 31, 2023
STS Foundation Board Performance Review of Auditors Action: Review of the STS Foundation Board auditors (MPC) performance of the Boards finances at the March 2023 Board meeting.	The STS Foundation Board	March 2023
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/Tom Coleman (FS)	In Progress

Agenda Item Notes

Topic	Discussion (all times are listed in Eastern time)
1. Call to order	• Called to order at 11:01 AM by President Kimberly Thielen Cremers (MN)
2. Roll call	• Secretary Carl Harper (KY) did roll call and quorum was met.



<p>3. Approval of minutes</p>	<ul style="list-style-type: none"> • December 7, 2022, Board Minutes <ul style="list-style-type: none"> ○ Motion by Phil Marshall (IN), Seconded by Scott Schirmer (IL), Approved.
<p>4. Grant and budget spreadsheets (12222022 spreadsheet_final official.xlsx, STS 2023 draft budget (1-2-23).xlsx)</p>	<ul style="list-style-type: none"> • Grant Spreadsheets <ul style="list-style-type: none"> ○ 2022-23 Regulatory; Georgia Brock (STS Foundation) <ul style="list-style-type: none"> ▪ Reimbursement requests due January 15, 2023 ▪ Reports due January 16, 2023 ○ 2022 FS; Georgia Brock (STS Foundation) <ul style="list-style-type: none"> ▪ Request from FS went in on December 5, 2022, but still waiting on reimbursement. Georgia will contact them tomorrow for an update. ○ STS 2022 Report; Georgia Brock (STS Foundation) <ul style="list-style-type: none"> ▪ Annual report and reimbursement requests due January 31, 2023 ○ STS 2023 Budget; Tom Coleman (FS) <ul style="list-style-type: none"> ▪ Since December, been compiling budget. ▪ Will do more adjustments once states submit their proposals. ▪ Working with the new person at the 'Washington Office' since Bob Rabaglia has retired.
<p>5. Audit Committee Report</p>	<ul style="list-style-type: none"> • Phil Marshall (IN): <ul style="list-style-type: none"> ○ Committee reviewed the recent financial report and found it in good standing. ○ Audit is progressing. <ul style="list-style-type: none"> ▪ Joy Goforth (NC)/Georgia Brock (STS Foundation) said that all states should have received letters that will need signed and returned back to the auditors confirming timelines and amounts for each state. ▪ Phil Marshall (IN) needs the Audit Committee's state audit letters by January 20, 2023 and will send a reminder email. ○ Chris Foelker (WI) took a new position within Forest Service in Montana and is no longer serving on the board. We need a new member. <ul style="list-style-type: none"> ▪ Phil gave an overview of what the committee does. ▪ Jonathan Shields (OH) was nominated to replace Chris Foelker (WI); no other nominations were submitted. ▪ Jonathan Shields (OH) <i>enthusiastically</i> accepted the nomination and without opposition will serve on the committee.
<p>6. STS Program Updates</p>	<ul style="list-style-type: none"> • Tom Coleman (FS) <ul style="list-style-type: none"> ○ 2023 Grant Modification <ul style="list-style-type: none"> ▪ 3 options proposed <ul style="list-style-type: none"> • One reimbursement modification • One advance modification for Foundation funds and one reimbursement modification for State funds



- One advance modification for all 2023 funds
- Pros and Cons offered
 - Reimbursement Modification
 - Pros: Easy to Manage
 - Cons :Payments of invoices from the FS may vary (2-6 weeks)
 - Advance Modification
 - Pros: Payments should be quicker for trappers and all funds supported by the modification
 - Cons: Must spend all funds down before requesting additional funds.
- Discussion:
 - Phil Marshall (IN): If did advance modification for all 2023 funds, would it affect us getting additional funds?
 - No, a modification of the grant would be needed.
 - Kimberly Thielen Cremers (MN) preference for option 1. Others are leaning this way as well.
 - Due to the delays in receiving payment from the FS it is suggested that a letter to the Forest Service (Southern Region Forester) be written regarding our concern.
 - Tom Coleman (FS), Georgia Brock (STS Foundation), and Kimberly Thielen Cremers (MN) will draft a letter to present at the February Board Meeting.
- ATGC Biotech Pvt. Ltd. contacted Tom Coleman (FS) that they may be delayed getting racemic disparlure shipment by April 2023 due to ATGC getting registration completed with EPA.
 - Requested to extend the delivery to later in 2023 (August 1, 2023)?
 - The Board is working with ATCG through Tom Coleman (FS) to provide information and letters of support to the EPA in the hope of expediting the approval for delivery.
 - Motion by Larry Nichols (VA) to allow for the delay of delivery of the disparlure until August 1, 2023. Seconded by Scott Schirmer. Approved.
 - Board will look to discuss any penalties should it go past August 1, 2023, at the February meeting.
- Tom Coleman (FS) says that FHP has new accomplishment metrics. We can now report STS trapping



	and ground surveys. Send information to Tom Coleman (FS) by January 10 th .
7. Miscellaneous	<ul style="list-style-type: none"> • Discussion Items <ul style="list-style-type: none"> ○ Board Member for Wisconsin; Kimberly Thielen Cremers (MN) <ul style="list-style-type: none"> ▪ Who would be the replacement for Chris Foelker? <ul style="list-style-type: none"> • Brian Kuhn (WI) requested some time to get back with the Board with a letter of who would be in the interim until a permanent member would be named. ○ February Meeting Update; Joy Goforth (NC) <ul style="list-style-type: none"> ▪ We do have a facility set for the meeting. ▪ If flying, contact Joy Goforth (NC) with flight information to see if arrangements can be made to shuttle you. ○ GypCheck Update; John Kyhl (FS) <ul style="list-style-type: none"> ▪ Email sent to states that need this please get in touch with John Kyhl to be sure all is in order to get the product in your state. ○ Use of EAB certification shield on firewood; Anthony Man Song Hing (APHIS) <ul style="list-style-type: none"> ▪ Firewood and use of shield on firewood. As of July 2022, it is a violation to use the shield. If anyone sees that take an image and location (address/GPS) and send to Anthony Man Song Hing (APHIS) and cc SPHDs.
8. 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 12:29p

2023 STS Conference Call and Meeting Schedule

Conference calls are scheduled for the 1st 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 4, 2023	Microsoft Teams Call	Held
February 22, 2023	Annual Face-to-Face Meeting	Pending (Raleigh, NC)
March 1, 2023	Microsoft Teams Call	Pending
April 5, 2023	Microsoft Teams Call	Pending
May 3, 2023	Microsoft Teams Call	Pending
June 7, 2023	Microsoft Teams Call	Pending
July 5, 2023	Microsoft Teams Call	Pending



August 2, 2023	Microsoft Teams Call	Pending
September 6, 2023	Microsoft Teams Call	Pending
October 4, 2023	Microsoft Teams Call	Pending
November 1, 2023	Microsoft Teams Call	Pending
December 6, 2023	Microsoft Teams Call	Pending

The foregoing motions and actions, by unanimous consent are to have full force and effect as of January 4, 2023, unless otherwise indicated by the Board.

Carl Harper, Secretary