

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

Meeting Specifics

Purpose	Time	STS Foundation Board Chair
Monthly Meeting	10:00AM Central	Kimberly Thielen Cremers (MN)
Date	11:00AM Eastern	Location
August 14, 2023	Minutes Approved: September 6, 2023	Virtual (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 14-AUG-23

President: <input checked="" type="checkbox"/> Kimberly Thielen Cremers (MN)		Vice-President / Treasurer: <input 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"/> Jonathan Shields (OH)	<input checked="" type="checkbox"/> Larry Nichols (VA)	
<input checked="" type="checkbox"/> Tim Brown (WV)	<input checked="" type="checkbox"/> Renee Pinski (WI)				

Others Participating in the Meeting

Illinois <input checked="" type="checkbox"/> Nancy Johnson	Indiana <input checked="" 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 <input type="checkbox"/> James Goethe	Ohio: <input type="checkbox"/>	Tennessee <input checked="" type="checkbox"/> Hannah Hollowell	Virginia <input checked="" type="checkbox"/> David Gianino <input checked="" type="checkbox"/> Ben Templeton	West Virginia <input checked="" type="checkbox"/> Andy Stotts
Wisconsin <input type="checkbox"/> Brian Kuhn (WI)	GMSTS, Inc. <input checked="" type="checkbox"/> Georgia Brock	US Forest Service <input checked="" type="checkbox"/> Tom Coleman <input type="checkbox"/> John Kyhl <input checked="" type="checkbox"/> Patrick Engelken <input type="checkbox"/> Derek Puckett <input type="checkbox"/> Chris Hayes <input type="checkbox"/> David Mausel <input checked="" type="checkbox"/> Tim Tomon	USDA APHIS <input checked="" type="checkbox"/> Kathryn Bronsky <input checked="" type="checkbox"/> Anthony Man-Son-Hing	Virginia Tech <input checked="" type="checkbox"/> Mannin Dodd
Michigan State <input type="checkbox"/> Travis Perkins	MPC (Auditors) <input type="checkbox"/> Michael Palazzo	Guests <input type="checkbox"/> Sonia Bruck (USFS SRS) <input type="checkbox"/> Matt Sloggy (USFS FWS)		

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 Grant and budget spreadsheets Audit committee report STS Update Miscellaneous business	Kimberly Thielen Cremers Carl Harper Kimberly Thielen Cremers Kimberly Thielen Cremers Georgia Brock/Tom Coleman Phil Marshall Tom Coleman Kimberly Thielen Cremers
	Adjournment	All

Status Update of Grant Agreements and Action Items

2022-23 APHIS Regulatory Grant Info as of 11-AUG-23

2022-23 Regulatory Grant	Awarded	Disbursed	Pending	Deobligated	Balance
Illinois	\$22,600.00	\$22,600.00	\$0.00	\$0.00	\$0.00
Minnesota	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00
West Virginia	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00
Wisconsin	\$40,400.00	\$40,400.00	\$0.00	\$0.00	\$0.00
Total Regulatory	\$143,000.00	\$143,000.00	\$0.00	\$0.00	\$0.00

Item	Assigned to	Due Date
2022-23 APHIS Regulatory Grant Reporting		
FSR (07/01/22 – 12/31/22)		01/16/2023
Accomplishment Report (07/01/22 – 12/31/22)		01/16/2023
Final FSR (07/01/22 – 06/30/23)		08/15/2023
Final Accomplishment Report (07/01/22 – 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:		

Status Update of Grant Agreements and Action Items

2023-24 APHIS Regulatory Grant Info as of 11-AUG-23

2023-24 Regulatory Grant	Awarded	Disbursed	Pending	Deobligated	Balance
Illinois	\$22,600.00	\$22,600.00	\$0.00	\$0.00	\$22,600.00
Minnesota	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00
West Virginia	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00
Wisconsin	\$40,400.00	\$40,400.00	\$0.00	\$0.00	\$40,400.00
Total Regulatory	\$143,000.00	\$143,000.00	\$0.00	\$0.00	\$143,000.00

Item	Assigned to	Due Date
2023-24 APHIS Regulatory Grant Reporting		
FSR (07/01/23 – 12/31/23)		01/16/2024
Accomplishment Report (07/01/23 – 12/31/23)		01/16/2024
Final FSR (07/01/23 – 06/30/24)		08/15/2024
Final Accomplishment Report (07/01/23 – 06/30/24)		08/15/2024
2023-24 APHIS Regulatory Reimbursement Requests Due		
Period: July 1 – September 30, 2023	IL, MN, WV, WI	10/31/2023
Period: October 1 – December 31, 2023	IL, MN, WV, WI	01/15/2024
Period: January 1 – March 31, 2024	IL, MN, WV, WI	04/30/2024
Period: April 1 – June 30, 2024	IL, MN, WV, WI	07/31/2024
2023-24 APHIS Regulatory Grant Action Items:		

2021 STS Trapping and Treatment Grant Info as of 11-AUG-23

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	\$5,005,007.00
Subtotal Disbursed/Pending in subgrants	\$3,281,965.23
Subtotal Foundation Expenses	\$1,476,645.90
Total Spent	\$4,758,611.13
Balance	\$246,395.87
Obligated but not Spent	\$246,395.87

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 Final FSR	(01/01/21 – 12/31/21) (01/01/21 – 06/01/22)		07/15/2022 07/15/2022
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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 11-AUG-23

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	\$109,257.00	\$0.00	\$0.00
Indiana STS	\$230,968.00	\$0.00	\$161,235.32	\$0.00	\$69,732.68
Iowa STS	\$80,405.00	\$0.00	\$80,405.00	\$0.00	\$0.00
Kentucky STS	\$44,000.00	\$0.00	\$44,000.00	\$0.00	\$0.00
Michigan - Calibration fly-in	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00
Minnesota STS	\$508,941.00	\$0.00	\$508,941.00	\$0.00	\$0.00
North Carolina STS	\$107,608.00	\$0.00	\$82,784.71	\$0.00	\$24,823.29
Ohio STS	\$421,705.00	\$0.00	\$205,825.19	\$30,647.11	\$185,232.70
Tennessee	\$88,658.00	\$0.00	\$72,213.99	\$0.00	\$16,444.01
Virginia STS	\$671,632.00	\$0.00	\$529,709.55	\$0.00	\$141,922.45
West Virginia STS	\$349,031.00	\$0.00	\$349,031.00	\$0.00	\$0.00
Wisconsin STS	\$795,214.00	\$0.00	\$795,214.00	\$0.00	\$0.00
Dylan Parry (SUNY)	\$10,000.00	\$0.00	\$3,917.31	\$0.00	\$6,082.69
Derek Johnson (VCU)	\$29,983.00	\$0.00	\$0.00	\$9,994.20	\$19,988.80
Subtotal STS Grants	\$3,456,402.00	\$0.00	\$2,951,534.07	\$40,641.31	\$464,226.62

Total Funds in Grant	\$4,300,944.00
Subtotal Disbursed/Pending in subgrants	\$2,992,175.38
Subtotal Foundation Expenses	\$604,020.58
Total Spent	\$3,596,195.96
Balance	\$704,748.04
Obligated but not Spent	\$704,748.04

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 – 05/31/23)		07/15/2023

2022 STS Trapping and Treatment Action Items:

2023 STS Trapping and Treatment Grant Info as of 11-AUG-23

2023: Total of \$4,813,741
Grant #: 19-DG-11083150-004 Mod. 9

2023 Subgrants to States for STS	Award	Deobligated (subtracted)	Disbursed	Pending	Balance
Illinois STS	\$297,409.00	\$0.00	\$0.00	\$260,887.70	\$36,521.30
Indiana STS	\$309,743.00	\$0.00	\$0.00	\$0.00	\$309,743.00
Iowa STS	\$87,267.00	\$0.00	\$14,306.23	\$0.00	\$72,960.77
Kentucky STS	\$50,642.00	\$0.00	\$0.00	\$0.00	\$50,642.00
Michigan - Calibration fly-in	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00
Minnesota STS	\$535,112.00	\$0.00	\$0.00	\$0.00	\$535,112.00
North Carolina STS	\$130,784.00	\$0.00	\$0.00	\$7,157.00	\$123,627.00
Ohio STS	\$371,494.00	\$0.00	\$0.00	\$34,661.27	\$336,832.73
Tennessee	\$49,733.00	\$0.00	\$21,369.63	\$0.00	\$28,363.37
Virginia STS	\$586,840.00	\$0.00	\$0.00	\$0.00	\$586,840.00
West Virginia STS	\$430,836.00	\$0.00	\$62,702.32	\$0.00	\$368,133.68
Wisconsin STS	\$749,777.00	\$0.00	\$0.00	\$394,877.15	\$354,899.85
Dylan Parry (SUNY)	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
Derek Johnson (VCU)	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
Subtotal STS Grants	\$3,628,637.00	\$0.00	\$107,378.18	\$697,583.12	\$2,823,675.70
Total Funds in Grant	\$4,813,741.00				
Subtotal Disbursed/Pending in subgrants	\$804,961.30				
Subtotal Foundation Expenses	\$329,999.71				
Total Spent	\$1,134,961.01				
Balance	\$3,678,779.99				
Obligated but not Spent	\$3,678,779.99				
Item	Assigned to			Due Date	
2023 STS Trapping and Treatment Grant Reports	All receiving funds				
Annual FSR (01/01/23 – 12/31/23)				01/29/2024	
Annual Performance Report (01/01/23 – 12/31/23)				01/29/2024	
Final Performance Report (01/01/23 – 12/31/23)				07/15/2024	
Final FSR (01/01/23 – 05/31/24)		07/15/2024			
2023 STS Trapping and Treatment Action Items:					
Assigned Action Items as of 14-AUG-23					
Item	Assigned to			Due Date	
Tennessee to join the STS Foundation Board:	The STS Foundation Board/Tom Coleman (FS)			In Progress	
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.					

Action: Review the advantages of QuickBooks Online vs Desktop.	Leading the discussion Kimberly Thielen Cremers	By the September Board Meeting
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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 11:01a AM by President Kimberly Thielen Cremers (MN)
2. Roll call	<ul style="list-style-type: none"> • Secretary Carl Harper (KY) did roll call and quorum was met.
3. Approval of minutes	<ul style="list-style-type: none"> • June 7, 2023, Board Minutes <ul style="list-style-type: none"> ○ Motion by Phil Marshall (IN), Seconded by Scott Schirmer (IL), Approved.
4. Grant and budget spreadsheets (08112023 spreadsheet_final official.xlsx, STS 2023 budget (8-11-23).xlsx)	<ul style="list-style-type: none"> • Tom Coleman (US FS) and Georgia Brock (Foundation) <ul style="list-style-type: none"> ○ 2022 - 2023 Regulatory <ul style="list-style-type: none"> ▪ The award has been closed out and reports completed. ▪ Submitted to APHIS ○ 2023 – 2024 Regulatory <ul style="list-style-type: none"> ▪ Received WI Award Letter ▪ Nothing is currently needed for this award. ○ 2021 FS <ul style="list-style-type: none"> ▪ Funds left over from this award will go to Racemic. ▪ We finally received the Racemic. <ul style="list-style-type: none"> • There were some hurdles importing into the USA but did make it. ▪ Plan to use the remaining funds for treatments in 2024. ○ 2022 FS <ul style="list-style-type: none"> ▪ Received all states deobligation – except OH. ○ 2023 FS <ul style="list-style-type: none"> ▪ Activity is starting. ▪ Disbursements are starting. ▪ There are some states still needed to submit reports. <ul style="list-style-type: none"> • IN, MN, SUNY, VCU ▪ Plan to use the deobligated funds for treatments in 2024. ▪ Modifications were made to the 2023 grant. ○ STS 2023 Budget <ul style="list-style-type: none"> ▪ We have 2,673 KG of Racemic (~340,000 acres worth) delivered plus the 700 KG of Racemic already in storage. ▪ AGTC (maker of Racemic) has been good to work with. ▪ Tom Coleman (FS) has reached out to another company as well for making Racemic.
5. Audit committee report	<ul style="list-style-type: none"> • Phil Marshall (IN) <ul style="list-style-type: none"> ○ Reviewed the STS Foundation Board books since the last board meeting, and all were in order.

6. STS Update	<ul style="list-style-type: none"> • Tom Coleman (FS) <ul style="list-style-type: none"> ○ Regarding the grants: <ul style="list-style-type: none"> ▪ Pass funds through APHIS for trapping supplies – the paperwork has been completed. ○ The Managers' Meeting and Summer Ops was last week. <ul style="list-style-type: none"> ▪ Reports from Tom Coleman (FS) were sent out. ▪ The manager's meeting had a good discussion on aviation. ▪ There is thought that the in-person meeting for the manager's meeting was not that beneficial at this time. <ul style="list-style-type: none"> • Plan to move the in-person meeting at the Annual Review when reporting is more finalized. ▪ Working on getting things lined out on future meeting transitions. <ul style="list-style-type: none"> • A steering committee will work on logistics. ▪ Winter Ops still meeting as planned.
7. APHIS update	<ul style="list-style-type: none"> • Kathryn Bronsky (APHIS) <ul style="list-style-type: none"> ○ New assistant national policy manger, Dave Gruchot <ul style="list-style-type: none"> ▪ Will be covering spongy moth and helping in a number of domestic pest programs. ○ Attended the Summer Ops meeting and got a lot of good state report information from that meeting. Look forward to attending the ALDR. ○ Spongy Moth quarantine expansion for Lake and Whitley Counties in Indiana was sent out last week (8/8/2023) and the APHIS web pages should be updated. ○ The name change to Spongy Moth has gone slower than expected. ○ Spongy Moth Program Manual is being updated and a new version should be available later this year. No content changes just name changes in the manual. ○ In progress of organizing a national call on spongy moth. Currently scoping objectives and timing which may be quarterly. Stay tuned for the first call which will include an updated compliance agreement template. ○ The new glue and durability test on the delta traps is being tested. APHIS' survey supplies and procurement representative Tina Gresham plans to attend ALDR and provide a presentation.
8. Miscellaneous	<ul style="list-style-type: none"> • Discussion Items <ul style="list-style-type: none"> ○ The board discussed further about whether to use the desktop version vs the online version of QuickBooks. <ul style="list-style-type: none"> ▪ Based on the June 7th meeting minutes – the board was leaning towards the online version and to have our own online account. ▪ The board will make a decision by the next meeting. ○ Update on the NLMB Aerial Aviation Training <ul style="list-style-type: none"> ▪ Working on training opportunities <ul style="list-style-type: none"> • Online, • Summer Ops,

	<ul style="list-style-type: none"> • “Weeklong” in-person training, • Program Components Review ▪ Last in-person was more than 5 years ago. ▪ The in-person training will be the first week of October 3-5, 2023, in Ovid, MI. <ul style="list-style-type: none"> • Need to attend the full meeting! ▪ Will cover all aspects of a spray operation. <ul style="list-style-type: none"> • With hands on training and safety focus. ▪ Funding component is being worked on. <ul style="list-style-type: none"> • A lot of it is already in place. ▪ Limit of around 50 individuals to be able to attend. ▪ Right now, the expectation of this type of meeting would be every 2-3 years. <ul style="list-style-type: none"> • Frequency could be adjusted depending upon demand. ▪ There are other applicators willing to host future meetings. ▪ The audit component is to be looked at for future training opportunities. <ul style="list-style-type: none"> • Turnover has occurred and delayed who would take the lead on this. • More work is being done to incorporate this for future meetings.
9. Adjournment	<ul style="list-style-type: none"> • Phil Marshall (IN) made a motion to adjourn, Carl Harper (KY) seconded the motion. The motion passed. • Adjourned 12:13p

2023 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 4, 2023	Microsoft Teams Call	Held
February 22, 2023	Annual Face-to-Face Meeting	Held (Raleigh, NC and via Teams)
March 1, 2023	Microsoft Teams Call	Cancelled
April 5, 2023	Microsoft Teams Call	Held
May 3, 2023	Microsoft Teams Call	Cancelled
June 7, 2023	Microsoft Teams Call	Held
July 5, 2023	Microsoft Teams Call	Cancelled
August 2, 2023	Microsoft Teams Call	Held on August 14, 2023, due to scheduling needs
September 6, 2023	Microsoft Teams Call	Pending

October 4, 2023	Microsoft Teams Call	Pending (Tentative date moved to October 11 th)
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 August 14, 2023, unless otherwise indicated by the Board.

Carl Harper, Secretary