



**Minutes of the Annual Meeting  
Of the Board of Directors  
Of  
The Gypsy Moth Slow the Spread Foundation, Inc.  
Raleigh, North Carolina  
February 15, 2005  
8:00 a.m. – 11:30 p.m. EST**

Proper notice having been duly given to each Board member, the 2005 Annual Meeting of the Board of Directors was held on the above date in Raleigh, North Carolina, concurrently with the 2005 USDA-Forest Service Washington Office Review of the STS Project conducted on February 14-18, 2005.

Vice-President Gene Cross called the meeting to order and Secretary Frank Fulgham called the roll.

**BOARD MEMBERS**

Gene Cross, North Carolina, Vice-president	present
Frank Fulgham, Virginia, Secretary	present
Bob Waltz, Indiana	present
Scott Frank, Illinois	absent
Ken Rauscher, Michigan	absent
Geir Friisoe, Minnesota	present
Gary Gibson, West Virginia	present
Melody Walker, Wisconsin	present

**OTHERS PARTICIPATING IN THE MEETING**

Carl Harper and John Obrycki, Kentucky  
Mike Philip, Michigan  
Dave Adkins, Ohio  
Ed Holloman, Southeastern Association Services  
Donna Leonard and Mike Quesinberry, USDA Forest Service

**APPOINTMENT OF NEW BOARD MEMBERS**

Frank Fulgham informed the Board that official letters of appointment to the Gypsy Moth STS Board of Directors have been received from the following:

- Effective January 10, 2005, Secretary Rod Nilsestuen, Wisconsin Department of Agriculture, Trade and Consumer Protection, appointed Melody Walker as Wisconsin's representative to the Board following Esther Chapman's retirement.
- Effective January 19, 2005, Commissioner Gus Douglass, West Virginia Department of Agriculture, appointed Gary Gibson as West Virginia's representative to the Board following Charlie Coffman's retirement.

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



## **ELECTION OF OFFICERS**

Bob Waltz nominated the following slate of officers for 2005:

President: Geir Friisoe, Minnesota  
Vice-President: Gene Cross, North Carolina  
Treasurer: Gene Cross, North Carolina  
Secretary: Frank Fulgham, Virginia

There being no further nominations from the floor, nominations were closed and a motion to elect the proposed slate was passed unanimously. Newly-elected President Geir Friisoe immediately assumed the duties of President and presided over the remainder of the Board of Director's meeting.

## **APPROVAL OF THE MINUTES**

The minutes of the Gypsy Moth Slow the Spread (STS) Foundation Board of Directors' Conference Call on January 12, 2005 were approved (pending correction of any typos) and ratified by unanimous vote and shall be filed in the Minute Book.

## **ACCOMPLISHMENTS REPORT**

Donna Leonard distributed final draft copy of the *2004 Accomplishments in Slowing the Spread of the Gypsy Moth*. Highlights of the report include:

- Acres treated in 2004 totaled just over 640,000 acres.
- 2004 treatment costs increased from \$12.00 per acre to \$13.20 per acre.
- Slightly higher failure rate with Btk treatments (21%) due to very rainy spring weather.
- Trap deployment at 96% and trapping costs at \$4.4 million (\$57/trap) were consistent with previous years' statistics.
- Project wide Annual Spread Rates for the gypsy moth are highly variable in time and space; therefore, the project now tracks a rolling, 5-year average rate of spread which is 8.3 km/year. Overall project is holding spread below the 10.5 km/year target rate; however, the rate is 4 km/year in the southern project area and 5 km/year in the central area while in the northern area the rate is 13-17 km/year.

**ACTION:** Any comments on draft 2004 Accomplishments Report due to Donna by Friday, February 25<sup>th</sup>. Following Board review for both typos and content, Donna will distribute final report to the Board and have the final version of the document posted on the STS website.

## **QUALITY ASSURANCE AND QUALITY CONTROL REPORT**

Mike Quesinberry provided a report on quality control efforts conducted in each state based upon data collected during the 2004 trapping season. The overall project is meeting guidelines as far as traps placed; however, some individual states are not meeting the target for traps omitted. The report indicates that adequate quality control/supervision is occurring in each state, but is not being fully documented. States need to look at options to reduce omit levels and be sure to document reasons for excessive omits. If necessary, each state may be required to include a paragraph in future STS Trapping and Treatment Workplans to show how their state programs conduct and assure quality control activities.

**ACTION:** States are requested to study the report and share it with their state operations personnel to consider changes or adjustments to programs to assure that target standards are met. Report back through the Operations Committee.

## **2005 GRANT WITH USDA-FOREST SERVICE**

### **Workplan Update**

Donna Leonard briefed the group on current plans for 2005. The number of traps has increased significantly from approximately 81,000 to over 93,000 due to the addition of the north shore area of MN and an increase in overall trap density in WI. Recommendations for treatment are down from more than 600,000 acres last year to about 400,000 acres in 2005 partly due to the removal of open areas in treatment polygons. Despite this, the draft budget was still over by more than \$300,000 due mainly to increased numbers of traps and an increase in the use of Btk.

Proposed treatments for 2005 include a reduction in mating disruption to 275,000 acres. Btk treatments will be about 114,000 acres. Of significance is that GypChek is up to almost 15,000 acres in WI, VA & OH and will most likely stay up since the action area in WI includes the habitat for the federally-protected Karner blue butterfly.

Melody Walker brought up the Mladenoff project proposal for development of a Karner blue butterfly habitat model by the University of Wisconsin-Madison that previously had been submitted to the Board for funding.

**ACTION:** Frank Fulgham will redistribute the Karner blue proposal to Board members for action on the next conference call.

Questions were asked and discussed regarding the appropriateness of the Board's funding of research vs. operational proposals. It was noted that this question was being discussed as part of the current Forest Service Review. Future proposal funding options were discussed considering the lack of available federal funding. It was noted that Board funding of projects would currently come from a corresponding reduction in trapping and treatment budgets. The Board agreed that they must rely on the Technical Committee's expertise regarding the need and appropriateness of future funding proposals.

### **Budget Update**

The Forest Service has allocated \$10 million in federal funding for 2005 STS activities which results in a very tight STS budget for 2005. The Forest Service has removed permanent employees' salaries from the STS budget freeing up approximately \$200,000 for use by STS operations; however, budget is still tight. Many aspects of the budget are still changeable until all contracts have been awarded. States are requested to update budgets once trapping and treatment contracts are awarded.

Racemic disparlure for 2005 projects is currently budgeted at \$738,000 for replenishment of inventory to 6,000 kg. If budget cuts are needed due to higher than anticipated contract costs, this amount can be drawn down. Once contract prices are set, Donna will adjust racemic disparlure line item to balance the budget at the allocated \$10 million. This year, there does not appear to be any opportunity to receive additional funding such as the \$11 million received last year for STS.

Cooperator cost share (in-kind service) for 2005 looks good at about \$2.922 million.

### **Grant Timeline**

Donna Leonard reviewed the current timeline for meeting grant deadlines. Ed Holloman indicated that Letters of Cost Incurrence have been sent to all states.

- Cooperators: draft budgets and narratives (not 424's) due before March 11, 2005
- Foundation: prepare and submit 424 to FS by March 11, 2005
- Forest Service: awards grant within 30 days (April 11, 2005)
- States: Complete 424 packages due no later than May 20, 2005

### **Tech Development Proposals**

The Technical Committee had referred two proposals as high priority for funding in order to answer key questions about STS that have been posed by the Operations Committee.

- The proposal from Stephanie Whitmire was to use the STS database to measure geographic differences in gypsy moth populations. Her initial results from mining the database have already demonstrated that low moth captures persist more frequently in Wisconsin than anywhere else in STS. She has since moved on to the University of Puerto Rico and proposes to continue her work on STS via a cooperative agreement with the Foundation. Total funding requested was \$33,070. On the January 12, 2005, Conference Call, the Board approved funding of \$9,936 to Dr. Whitmire out of funds remaining in the 2004 grant. Funding of the remaining \$23,134 of the proposal with 2005 grant funds was to be considered at the February 15, 2005 Board Meeting.
- The proposal from Dr Ken Raffa at University of Wisconsin was to study separate dispersal events from local population increases along the leading edge in Wisconsin. Trap spacing used in the rest of STS may not be optimal in Wisconsin. The data collected from this study would be used to optimize the trap spacing in the upper mid-west. The total budget for this proposal was \$6,675. Following Board discussion on the January 12, 2005 Conference Call, the proposal was tabled until the February 15, 2005 Board Meeting.

Discussions followed regarding concerns over establishment of standardized criteria for future proposals to the Board and a mechanism for tracking any funded projects. It was proposed that Dick Reardon with FHTET could take on the responsibility of overseeing and tracking any funded technical development projects since he is already overseeing other projects. The Board agreed to transfer \$6,675 from the Foundation grant to FHTET to fund Dr. Raffa's proposal.

**MOTION:** A motion was passed unanimously to award the remaining \$23,134 to complete funding of Dr. Whitmire's proposal out of the \$30,000 Tech Development Proposals line item under the 2005 grant funding for Foundation Administration.

**ACTION:** Bob Waltz volunteered to draft guidelines for the Board to present to the Technical Committee to use in evaluating future requests for project funding.

**MOTION:** A motion was passed unanimously to accept the 2005 STS Program of Work Outline and Budget as presented by Donna Leonard subject to necessary adjustments.

#### **STATUS OF FOUNDATION' S AUDIT**

Gene Cross reviewed the Preliminary Draft of the annual audit being conducted by Cherry, Bekaert & Holland, L.L.P. of Raleigh, North Carolina. The preliminary report found no material weaknesses with the Foundation. Some notes to management were issued for internal review. The requirement that all states which receive over \$300,000 in federal funding provide a state single audit to the Foundation was recommended during last year's audit. All but one state was in compliance with this new requirement. The final audit document should be forthcoming within a couple of weeks.

#### **STATUS OF 2004 STATE DISBURSEMENTS**

Gene Cross reviewed the outstanding amount in each state's budget for the 2004 Trapping and Treatment grant. Each state was encouraged to review their budgets and notify Ed Holloman of any funds available for deobligation in their 2004 STS grant.

#### **SCHEDULE OF FUTURE CONFERENCE CALLS & MEETINGS**

- The Board set the 1<sup>st</sup> Wednesday of each month (beginning with April 5, 2005) from 10:00 A.M. until 12:00 noon Eastern Time to conduct an STS Conference Call.
- The next Annual Meeting of the Board tentatively was scheduled for Tuesday, February 21, 2006 (with a backup alternative date of February 16, 2006) at a location to be determined.

#### **2005 USDA-FOREST SERVICE WASHINGTON OFFICE PROJECT REVIEW**

Following adjournment, Board members met with the STS Project Review Team to provide state input into the review process. Special thanks go to Esther Chapman (WI-Retired), Past STS President, and Charlie Coffman (WV-Retired), Past STS Secretary, for their participation in the project review. During the Review, the Board presented both Esther and Charlie with plaques to commemorate their years of service to the Board and gypsy moth control activities. In addition, Mike Conner with USDA-Forest Service made a presentation to Esther for her years of service to the Board.

**The foregoing motions and actions, by unanimous consent, are to have full force and effect and are approved as of February 15, 2005.**

The Board of Directors' meeting adjourned at 11:30 A.M. Eastern Standard Time.

Frank Fulgham, Secretary  
STS Foundation