



Illinois Native Plant Society

PO Box 9245
Springfield, IL 62791

Minutes State Governing Board Meeting May 12, 2025

Call to order

Board President Emily Dangremond called the meeting to order at 5:34 PM.

Board Members and Guests Present

Emily Dangremond, Susanne Masi, Becky Croteau, Nancy Smith, Sheri Glowinski, Kate Ahrens, Carolyn Villa, Daniel Lara-Newman, Trish Quintenz, Eric Ulaszek

Quorum

The Board achieved a quorum of 56% attendance.

Minutes

Board Member Carolyn Villa moved to approve the minutes of the INPS Governing Board for April 14, 2025 as emended. Board Member Eric Ulaszek seconded the motion. The motion passed with Board Member Sheri Glowinski abstaining.

April minutes are finalized and posted on the INPS website [here](#).

President's report

Welcome Sheri Glowinski as Membership Chair Board President Dangremond new Membership chair, Sherry Glowinski, and introduced her to the team. Board Member Glowinski shared her background, including her love for native plants, her work on a nonprofit board dealing with food justice, and her experience in biology.

INPS General and Leadership Meetings and Reports Board President Dangremond led a discussion about reducing the frequency of board meetings from monthly to quarterly. The Board discussed the timing of an annual treasurer's report on INPS financial status. Several Board members supported holding office hours for and a written report on the new features of the INPS website.

Board President Dangremond suggested not having a separate board meeting before the annual gathering.

Volunteer Management and Fundraising

The Board President proposed the idea of creating an application form to collect people's interest and experience for potential volunteer roles. Webmaster Kate Ahrens agreed and suggested having a volunteer coordinator to reach out to interested individuals. Board Vice President Masi expressed interest in a fundraising program for grants and sought clarification on the target audience.

Treasurer's report

Treasurer's Report Board Treasurer Becky Croteau reported that the organization's expenses were lower than expected, with a current balance of \$57,000 and that the expenses for the annual Board retreat and website operating costs were paid.

She clarified information needed for the grant contract and pending grant payments with Vice Chair Masi and Board President Dangremond.

Board Treasurer Croteau reminded the chapters that reports on sales taxes for plant sales are due by the first week of June.

Membership and Website Report

Web Page Updates Webmaster Kate Ahrens requested updated information for the Illinois Botanist Big Year 2020 website page on Inaturalist. She described the process of updating the website, which avoids creating new pages for each update. She provided a procedure document for content creators to follow.

Webmaster Ahrens introduced a feature that allows users to share information on their chapter page, the statewide page, and the calendar. She also mentioned the creation of a dashboard for easy access to information and a native plant sales page.

The Board reiterated the request for training on how to use the new features of the website.

Hosted Emails Board Members Villa and Glowinski expressed concerns about the organization's security and the need for fully hosted emails for all chapters. The Board discussed the need to transition to site-hosted emails for better continuity.

Board Member Villa clarified the process for changing emails to a hosted email. Webmaster Ahrens explained that there would be one per chapter and they are already established as forwarding emails. She also mentioned that it would be a matter of signing into a different email account.

The Board discussed steps to cleaning up the email accounts by possibly contacting former board members to delete their emails.

FAQs Webmaster Ahrens shared a list of frequently asked questions about INPS. She plans to compile the answers and update the website with input from the Board members.

Annual Meeting

No report.

Organizational Practices

Policies and Procedures Documents Board Secretary Nancy Smith reported that the draft policies and procedures documents were used to on-board the Membership Chair. After a period of time has passed Board Secretary Smith will ask for an assessment from Board Member Glowinski.

Old Business

Code of Conduct Board President Dangremond presented an updated draft of the code of conduct and harassment policy for the Illinois Native Plant Society. The policy outlines the expected behavior of members and participants in the society's programs and events, and details the procedures for reporting and addressing misconduct.

Board President Dangremond asked Board Members to review and provide feedback on the draft.

New Business

Board President Dangremond mentioned that the field trip to the Chicago Academy of Sciences and Peggy Notebaert Nature Museum, which was rescheduled, is coming up and needs more participants.

Adjournment

Meeting adjourned 6:52 PM by Board President Emily Dangremond.

Next Meeting

June 21, 2025 by Zoom and in person at the Annual Gathering.

Balances as of April 30, 2025:

SIU Credit Union	Checking Account	\$ 5.00
PNC Bank	Checking Account	\$ 9,683.39
Grant Fund	Money Market	\$19,412.30
	Certificate of Deposit	<u>\$26,054.24</u>
	Total	\$55,154.93

Income: Square-\$1,300.00, Checks-\$225.00 **\$ 1,525.00**

Expenditures:

Grant Fund Payouts	(\$5,475.50)
Annual Board Retreat Expenses (food & milage)	(\$ 488.48)
April 2025 Sales Tax Reported	\$ 0.00
Mailing & Registered Address	(\$ 58.37)
Erigenia-Knowledge Works, layout	(\$ 1,317.40)
Website Expenses	<u>(\$ 217.99)</u>
	Total Expenditures
	(\$7,557.74)

Current Balances:

SUI Credit Union	Checking Account	5.00
PNC Bank	Checking Account	\$11,340.39
	Grant Fund Money Market	\$19,412.47
	Certificate of Deposit	<u>\$26,054.24</u>
	subtotal	\$56,807.10
Square		<u>\$ 14.42</u>
	Total Funds as of 4/14/2025	\$56,821.52

Other items pending:

1. 2024 membership payments to the chapters are still pending due to need for clarification.
2. Annual Meeting \$ received in April was sent to Southern Chapter today. (\$1090.00)

3. Erigenia printing & mailing expenses were paid today. (\$1,082.71)