

## Urban Forestry Council Meeting

Heckrodt Wetland Reserve  
1305 Plank Rd  
Menasha, WI 54952

MONDAY SEPTEMBER 28, 2015

<b>IN ATTENDANCE:</b>
<b>ABSENT:</b>

### Agenda Summary:

<b>8:30</b>	1. Call Meeting To Order, Approve June Minutes, Agenda Repair
<b>8:45</b>	2. DNR UF Team Update + Welcome Sara Minkoff
<b>9:15</b>	3. Organizations Quarterly Update <ul style="list-style-type: none"><li>- Wisconsin Green Federation and Nursery Association – Jeff Wolters</li><li>- Wisconsin Arborist Association – August Hoppe</li></ul>
<b>9:35</b>	4. Nomination Committee – Vote on nomination proposals
<b>9:45</b>	5. By-Laws Amendment Introduction/Discussion
<b>10:15</b>	Break
<b>10:30</b>	6. 2015 Annual Report Update
<b>10:45</b>	7. Urban Wood Processing and Utilization Tour - Highlights/Feedback
<b>11:15</b>	8. 2016 WDNR/WAA Annual UF Conference
<b>11:45</b>	Lunch and Networking
<b>12:30</b>	9. Work Committees – Quarterly Reports/Work Committee Member Verification/Introduce the work planning exercise for November
<b>1:00</b>	10. Future Agenda Items + Meeting Dates
<b>1:15</b>	Venue Tour
<b>2:15</b>	Adjourn

### 1. Call Meeting to Order

<b>8:30 – 8:45</b>	<u>Lead</u> David Sivyer	<u>Length</u> 15 MINUTES	<u>Type</u> UPDATES + APPROVE MINUTES
<u>Description:</u> Call To Order. Introductions. Approve June Minutes. Agenda Repair			
<u>Outcome:</u> Approve June 24 Meeting Minutes			
<u>Preparation:</u> Review June 24 Meeting Minutes (Sent with September Agenda)			
<u>Discussion Comments:</u>			
<u>Decisions ([Method]):</u>			
<u>Action Items:</u>	<u>Person Responsible:</u>	<u>Deadline:</u>	

### 2. DNR UF Team Update + Welcome Sara Minkoff

<b>8:45-9:15</b>	<u>Lead:</u> Jeff Roe	<u>Length</u> 30 MINUTES	<u>Type</u> INFORMATIONAL
<u>Description:</u> Urban Forestry Team Quarterly Report, Welcome Sara Minkoff			
<u>Outcome:</u>			
<u>Preparation:</u>			
<u>Discussion comments:</u>			
<u>Decisions ([METHOD]):</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	

### 3. Organizations Quarterly Update

<b>9:15- 9:35</b>	<u>Lead</u> Jeff Wolters + August Hoppe	<u>Length</u> 20 MINUTES	<u>Type</u> INFORMATIONAL
<u>Description:</u> <ul style="list-style-type: none"> <li>- Wisconsin Green Federation and Nursery Association – Jeff Wolters</li> <li>- Wisconsin Arborist Association – August Hoppe</li> </ul>			
<u>Outcome:</u>			
<u>Preparation:</u> Review any written updates sent in advance			
<u>Discussion comments:</u>			

<u>Decisions ([METHOD]):</u>		
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>

#### 4. Nomination Committee – Vote on nomination proposals

<b>9:35 – 9:45</b>	<u>Lead</u> David Sivyver	<u>Length</u> 10 MINUTES	<u>Type</u> VOTE
<u>Description:</u> Continue 2015 Nomination and Approval process due to vacancies			
<u>Outcome:</u>			
<u>Preparation:</u>			
<u>Discussion comments:</u>			
<u>Decisions ([METHOD]):</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	

#### 5. By-Laws: Introduction/Discussion

<b>9:45 – 10:15</b>	<u>Lead</u> Marla Eddy	<u>Length</u> 30 MINUTES	<u>Type</u> DISCUSSION
<u>Description:</u>			
<u>Outcome:</u>			
<u>Preparation:</u> Review By-Laws and be prepared to introduce/discuss amendments			
<u>Discussion comments:</u>			
<u>Decisions ([METHOD]):</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	

**10:00 – 10:15      BREAK**

## 6. 2015 Annual Report

<b>10:30– 10:45</b>	<u>Lead</u> David Sivyver, Report Committee	<u>Length</u> 30 MINUTES	<u>Type</u> INFORMATIONAL
<u>Outcome:</u> Discuss the draft/process and revised timeline for the 2015 Annual Report			
<u>Preparation:</u>			
<u>Discussion comments:</u>			
<u>Decisions ([METHOD]):</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	

## 7. Urban Wood Processing and Utilization Tour - Share Highlights

<b>10:45-11:15</b>	<u>Lead</u> David Sivyver, Dwayne Sperber	<u>Length</u> 30 MINUTES	<u>Type</u> Presentation Q&A
<u>Description:</u>			
<u>Outcome:</u>			
<u>Preparation:</u>			
<u>Discussion comments:</u>			
<u>Decisions ([METHOD]):</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	

## 8. 2016 WDNR/WAA Annual UF Conference

<b>11:15-11:45</b>	<u>Lead</u> Executive Committee	<u>Length</u> 30 MINUTES	<u>Type</u> DISCUSSION
<u>Description:</u> Discuss ideas for Sunday afternoon conference presentations/content, “Round Table Networking”			
<u>Outcome:</u>			
<u>Preparation:</u>			
<u>Discussion comments:</u>			

<u>Decisions ([METHOD]):</u>		
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>

**11:45 LUNCH**

**9. Work Committees – Introduce the work planning exercise for November**

<b>12:30 – 1:00</b>	<u>Lead</u> David Sivyer	<u>Length</u> 30 MINUTES	<u>Type</u> INFORMATIONAL
<u>Description:</u>			
<u>Outcome:</u>			
<u>Preparation:</u> Work Committees submit quarterly reports to Sara			
<u>Discussion comments:</u>			
<u>Decisions ([METHOD]):</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	

**10. Future Agenda Items + Meeting Dates**

<b>1:00- 1:15</b>	<u>Lead</u> David Sivyer	<u>Length</u> 15 MINUTES	<u>Type</u> Updates
<u>Description:</u> Discuss future meetings			
<u>Outcome:</u>			
<u>Preparation:</u>			
<u>Discussion comments:</u>			
<u>Decisions ([METHOD]):</u>			
<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>	

**1:15 – 2:15 Tour of Heckrodt Wetland Reserve**

**2:15 ADJOURN**