MI Tree Farm Committee Quarterly Meeting
DNR Office, Gaylord MI
10-2pm

Action Items Highlighted. Motions in Bold.

Members Present: Brittany VanderWall, Nia Becker, Mike Smalligan, Julie Crick, Larry Becker, Winona Grieshop (phone), Kayti Brinkman, Nick Sanchez, James Gray (phone), Josh Shields, Beth Riley (phone), Tabitha O’Dell.

Committee Quarterly Meeting

1. Anti-trust statement: Meeting called to order at 10:10am. Brittany acknowledged the anti-trust statement, members in the room signed to acknowledge.

2. Approval of minutes: Kayti made a motion to approve the minutes from the November meeting, Josh seconded, all support/motion approved.

3. Financial reports and budget: Julie provided a review of the financial summary. Julie will submit taxes in May. Nia made a motion to approve the financial summary, Tabitha seconded, all support/motion approved.

4. Old business: Action item: Continue to research tree farm apparel. Action item: Brittany to ask regional coordinators to submit brief written report when asking for agenda items. Action item: Require field day report before reimbursement for field days is sent out. Action item: Mike will add photo consent to a template sign in sheet for the field day RFP.

5. NLC Debrief/Inspector Survey: Kayti provided a summary of the results of an inspector survey (33/173 responses) to date. Action item: Mike to send out inspector survey to collect more responses. Action item: Kayti to develop survey for tree farmers. Action item: Pending more inspector responses, Kayti will summarize the data and propose action items for the June quarterly meeting.

6. Michigan TF Audit 2019: Kayti provided update on audit progress. Brittany, Nick, and Kayti will review Forest Management by the end of April. Audits to take place June 17-21. Action item: Kayti to develop gift mugs, swag, thank you cards, and 2019 Forest Celebration - Couple Registrations to 17 audited landowners, reimburse MFA if they attend. Action item: Julie to develop thank you letter for audited landowners.

7. 2019 Annual Forest Celebration: Committee will pay for Begin/Bigford to attend 2019 Forest Celebration including lodging, mileage, and couple registrations with a Thursday option for lodging and attendance at the MFA picnic. Action item: Josh to present awards and ask Begin/Bigford if they are interested in attending the Forest Celebration.

8. Fly-in: Lisa from MFA is willing to attend AFF fly-in. Beth suggested that the attendee submit paperwork this week and keep Beth in the loop. Action item: Nia will ask Bill if he will attend fly-in. Mike made a motion to pay for Bill Bobier and Lisa Parker to attend the Fly-in covering costs that AFF does not cover. MTFC will split the cost with MFA for Lisa to go or pay the entire cost if MFA does not support. Lisa and Bill will write a report for tree farm newsletter in exchange for their paid attendance, Julie seconded, all support/motion approved.

9. 2020 Annual Forest Celebration: Held in Petoskey with possible connections to tribal forest land, and the Headlands Dark Sky Park. Nick, Kayti, and Nia will be on the planning committee, and the committee will explore working with other contacts in the area.

10. Social media/advisory committee: The committee held a discussion on the need for expanding on social media and the advantages and disadvantages of forming an advisory committee.
Action item: Nick to start an Instagram account. Action item: Develop a list of organizations that tree farm committee members are involved with and explore options for spreading communications through their channels (example writing articles for their publications or attending banquets). Action item: Buy one of AFF’s stand up banners and tablecloth.

11. LMP/Inspector Ethics: Mike handed out for committee review 1. An updated “Elevator Speech” with versions for foresters and landowners. 2. Code of Ethics for Inspecting Foresters. 3. Michigan’s Landscape Stewardship Plan. Beth stated that AFF will support meetings to get feedback for this plan from different stakeholders. Action item: Tabitha is going to “4 box” for both versions of the “Elevator Speech”. Action item: All review these 3 documents and provide feedback to Mike. Action item: Mike to engage consultants on Landscape Management Plan.

12. Spring SAF Conference Sponsorship: Julie made a motion to sponsor Spring MSAF at the $500 level, Kayti seconded, all support/motion approved. 3 registrations come with it.

13. Award Status 2019: Kayti updated the committee that Paul Bigford will be submitted for regional award next year due to a mistake related to the deadline. Steven will be submitted for regional inspector in October. Action item: All nominate state tree farmer of the year and inspector of the year by Sept 11th.

14. 2:28 meeting adjourned

Action Items List

1. All: continue to research tree farm apparel
2. Brittany to ask regional coordinators to submit a brief written activity report when calling for agenda items
3. Julie to require field day report before reimbursing for tree farm field days
4. Mike to add photo consent to a template sign in sheet for tree farm field day RFP
5. Mike to send out Kayti’s inspector survey to collect more responses
6. Kayti to design survey for tree farmers (similar to inspector survey)
7. Kayti to summarize inspector survey responses and propose action items for June meeting
8. Kayti to develop gift mugs, swag, thank you cards, and give 2019 Forest Celebration - Couple Registrations to 17 audited landowners. MTFC will reimburse MFA if they attend
9. Julie to develop thank you letter for audited landowners
10. Josh to present awards and ask Begin/Bigford if they are interested in attending the Forest Celebration
11. Nia will ask Bill Bobier if he will attend fly-in
12. Nick to start an Instagram account
13. Nick to develop a list of organizations that tree farm committee members are involved with and explore options for spreading communications through their channels (example writing articles for their publications or attending banquets)
14. All: Buy one of AFF’s stand up banners and tablecloth
15. Tabitha to “4 box” for both versions of the “Elevator Speech”
16. All: review 3 documents referenced under item 11 above and provide feedback to Mike.
17. Mike to work with AFF to engage consultants on Landscape Management Plan
18. All: nominate state tree farmer of the year and inspector of the year by Sept 11th.
2019 Calendar
- June 6th Quarterly Tree Farm Meeting in Harrison 10-2pm Details & Location TBA
- June 17-21st Program Audit
- August 1st Deadline for Completion of 2019 Required Inspections
- Sept 11th State nominations due for Tree Farmer of the Year & Outstanding Inspector of the Year (send to Vice Chair, Kayti Brinkman at brinkmank16@gmail.com)
- Sept. 12th Quarterly Tree Farm Meeting in Grand Rapids 10-2pm Details & Location TBA
- Sept. 13-14th Michigan Forest Association / Tree Farm Annual Celebration in Grand Rapids Registration information and details TBA
- Oct 15th National nomination for Outstanding Inspector of the Year due (estimated date)
- Nov 1st National Leadership Award nomination due (estimated date)
- Nov. 21st Quarterly Tree Farm Meeting at the DNR Service Center in Gaylord 10-2pm

Michigan Tree Farm Committee
● Administrator - Scott Robbins - srobbins@michiganforest.com
● Chair - Brittany VanderWall- brittany.vanderwall@macd.org (11/30/2017)
● Vice-Chair - Kayti Brinkman, Martell Forestry – brinkmank16@gmail.com (11/30/2017)
● Secretary – Nick Sanchez – nick.sanchez@mi.nacdnet.net (11/30/2017)
● Treasurer – Julie Crick - crickjul@anr.msu.edu (1/11/2018)
● Communications – Amanda Hattis - asumerix@michiganforest.com
● Training Facilitator – Mike Smalligan – smalliganm@michigan.gov (11/30/2017)
● MDARD Liaison - Ben Schram – schramb1@michigan.gov

Regional Coordinators
● West UP – Winona Grieshop - winona.grieshop@macd.org (6/14/2018)
● Central UP - Gary Bucklin- gbucklin1@gmail.com
● East UP – Tabitha O’Dell – todell@otsegomichigan.gov (11/29/2018)
● Northern LP – Nia Becker - nia.becker.macd.org (11/30/2017)
● Middle LP – Josh Shields - joshua.shields@macd.org
● Southwest LP – James Gray – jamesgray@naturalcapitalforestry.com (1/11/2018)
● Southeast LP – Nikita Brabbit – nbrabbit@gmail.com – (3/1/2018)

2018 & 19 Michigan Award Winners:
●
Since January 1, 2019, the Michigan Tree Farm Committee received the following funds:

- $950.00 in donations from landowners as a result of the newsletter w/mail-back card

Since January 1, 2019, Wheels to Woods has received the following funds:

- $1,000.00 to support Wheels to Woods from the MI Association of Timbermen
- $3,000.00 to support Wheels to Woods from the MI Forest Foundation

The following funds were disbursed since January 1, 2019:

- $4,000.00 for Inspection Incentives
  - $500.00 for required inspections (n=3)
  - $2,300 for optional inspections (n=14)
  - $1,200 for initial inspections (n=12)
- $738.99 for National Leadership Conference reimbursement
  - Application submitted to AFF for reimbursement of $1,365.00 of NLC Costs
- $100.00 for stamps
- $411.03 for printing of the envelopes and newsletter
- $479.50 for Tree Farm Advert. In the MI Association of Timbermen Directory
- $170.45 for hospitality related to TF Inspector Training
  $5,899.17 TOTAL

Since January 1, 2019, Wheels to Woods distributed $5,808.64 in awards for transportation costs related to 18 field trips.

Total Funds available March 11, 2019

- $27,332.39 Checking and savings (on the books)
- $18,390.54 Wheels to Woods
  $45,722.43 TOTAL

Hunting Bank Account Balance March 11, 2019

- $26,606.73 Checking
- $22,872.18 Money Markey (Savings)
  $49,478.91 TOTAL

Respectfully submitted

*Julie Crick, 3/21/19*