

## Minutes

### 1. Call to Order/Roll Call

The meeting was called to order at 7:05 pm with Scott Fulton, Jim Rogala, Rich Henderson, Evanne Hunt, Deanna Pomije, Jerry Newman, David Hamel, Alice Mirk, and Stephen Winter  
Staff: Chris Kirkpatrick and Joe Rising

Guests:

Absent: Gary Eldred, Mark Leach, Jim Rachuy

### 2. Adopt Meeting Agenda

### 3. Approve Consent Agenda – ACTION

- Accept minutes of Board & committee meetings

There was an amendment to the email vote by the Board with the wildlife partnership grants. There are four projects; Eldred, Sylvan, Erbe and Shae Prairies.

**Jerry Newman moved to approve the Consent Agenda with the additions of the four grant applications. Evanne Hunt seconded it. The motion carried.**

### 4. Treasurer's Report – Alice Mirk

- Statement of financial activity through December 31, 2019 – ACTION

Alice Mirk gave her report regarding TPE finances. As of December 31, we are situated typically with nothing outstanding to be concerned about. We will be getting new graphs going forward with the new financial model in place. Contributions are up, unrestricted cash is not changing. The December contributions were larger as there was a major donation for the Hanley Acquisition. Chapter Support sustainability is tight. Months On Hand is the amount of cash we have on hand divided by the annual budget, and that shows organizational sustainability. There was a 165% increase in membership dollars, the annual appeal was up too. Chapter donations were up. Overall giving was up. Chapter Support was at 99% of budget. We had a large increase in the annual appeal and donations that went to the chapters. Land management was down as expected. We have a \$40,000 reduction in income because of the CRP cap. The trust assets were transferred back to TPE.

**Evanne Hunt moved to accept the treasurer's report and statement of financial activity through December 31, 2019. David Hummel seconded the motion. The motion carried.**

### 5. President's Report – Scott Fulton

- Chapter visits update

Scott Fulton has spoken with most of the chapter leadership, except for Caroljean Coventree and Mark Leach. Chapter visits are scheduled and should be completed prior to the March Board

meeting. Scott reached out to Caroljean, she wants the board to consider the policy about the relationship between land protection and projects. Please reach out to Caroljean if possible to help the healing process. The NFWF grant will have a full time person talking to land owners with the purpose of getting projects going on private property. There may be easements and fee projects come in from this. Scott also mentioned that there are questions about a TPE volunteer of the year award. He proposed that we recognize the Rattlesnake ridge owners and all they do. They have created a new site community. There will be a plaque presentation at the conference. All chapters are encouraged to have a volunteer of the year award.

**Alice Mirk made a motion to have Sue Steinmann and Bill Weege recognized at the annual conference. Jim Rogala seconded it. The motion passed.**

As part of the NFWF grant, there are two outreach positions. These need to be thoughtfully considered. We have brainstormed about getting a broader program going for membership and volunteer engagement. We are suggesting a hold on hiring the Office manager and reconsider this and discuss it at the March Board Meeting. This will be discussed at the Chapter meetings too.

#### 6. Executive Director Report – Chris Kirkpatrick

##### Office Manager, NFWF Grant – UPDATES

Chris Kirkpatrick asked that the Board members thank all members who gave \$200 or more. That status on the NFWF grant needs to be completed. Chris has a call with them tomorrow and wants to get the compliance issues and the contract signed. Chris will be helping with this grant at 25% time, and that person can help TPE with 25% of the time. We will put together some proposals by the end of the month. We did get four grants submitted for restoration funding for the chapters.

### COMMITTEE REPORTS

#### 7. Finance Committee

##### Recommended contribution income variable rate of 75% – ACTION

Scott Fulton discussed the new income allocation model and the proposal needed to move forward. This is calculated to support Chapter Support and Chapters, and the rest of the funds going to the Chapters. We need a specific rate to proceed on. We have just guessed at the rate based on the money raised last year in total and looking at the budgets and projections. The ESC aims to raise a million dollars for the Hanley Trust, and there are other major donations coming in for grants and large donations. There may be an exception to this policy for donations over \$100,000. This will be taken up by the Finance Committee. We want to encourage people to apply for grants large and small.

**Rich Henderson moved to set the TPE annual variable rate at 75%. This was seconded by Jerry Newman. The motion passed.**

## OLD BUSINESS

8. Chapter host for 2020 summer picnic & 2021 conference.

The GPC and MDC want to volunteer for the conference. The GPC will look into hosting the picnic this year and doing the conference in 2022. The MDC is preparing for the conference this coming year. We want to show off what the local chapters are doing, and then they get to meet the larger organization.

## NEW BUSINESS

## OTHER BUSINESS

**Steve Winter moved and Rich Henderson seconded that the meeting be adjourned. The motion carried.**

The meeting adjourned at 8:25 p.m.

Respectfully submitted,  
Joe Rising  
Communications Coordinator

## 2020 Board Meetings

Sunday, March 1 at the University of Wisconsin Platteville, 9:00 am

Wednesday, May 20 via web conferencing

Sunday, July 19 at summer picnic, chapter host to be determined

Saturday, September 19 at TPE's office in Viroqua, 12:00 pm

Wednesday, November 18 via web conferencing

Wednesday, December 16 via web conferencing

Wednesday, January 22 via web conferencing

Sunday, March 1 at the University of Wisconsin Platteville, 9:00 am

Wednesday, May 20 via web conferencing

Sunday, July 19 at summer picnic, chapter host to be determined

Saturday, September 19 at TPE's office in Viroqua, 12:00 pm

Wednesday, November 18 via web conferencing

Wednesday, December 16 via web conferencing

**TPE March Board Meeting**  
Sunday March 1, 2020 9:00 AM - 12:00 PM (CST)  
**Minutes**

1. Call to Order/Roll Call

The meeting was called to order at 9:05 a.m.

Attendees: Scott Fulton, Alice Mirk, Jerry Newman, Jim Rogala, Rich Henderson, Evanne Hunt, Deanna Pomije, David Hamel, Stephen Winter, and Gary Eldred.

Staff: Chris Kirkpatrick and Joe Rising

Guests: Jerry Pedretti, Chris Hughes, Nick Faessler

Absent: Mark Leach, Jim Rachuy

2. Adopt Meeting agenda

David Hamel requested to add TPE's fiscal year, and an official TPE proof reader into New Business.

3. Approve Consent Agenda

- Accept minutes of Board & committee meetings

**Jerry Newman moved to approve the Consent Agenda. Jim Rogala seconded it. The motion carried.**

4. Treasurer's Report – Alice Mirk

- Statement of financial activity through January 31, 2020

Alice Mirk gave a report and noted the graphs representing the new financial allocation model. There is enough money for chapter support and this will continue from now on. There is an operations cash amount that will carry over of about \$20,000. This year, following the model, the cash will go up and down and even be negative due to revenue fluctuation. This will be under consideration by the Finance Committee. Jerry Pedretti will send an explanation sheet about the new model's allocations to the chapter chairs and treasurers. This will be dated and updated as we go. Sustainability will be flat from now on. Winnie Bade will be looking for input as to the most useful graphs for the Board, especially as to income calculations and key assumptions. Net operating income was highlighted. Budget performances were noted. We have \$9,000,000.00 in property values, calculated at the time of acquisition.

**Rich Henderson moved to accept the treasurer's report and statement of financial activity through January 31, 2020. Gary Eldred seconded the motion. The motion carried.**

5. President's Report – Scott Fulton

Scott Fulton spoke to his chapter visits and follow-up report. There was much high level of discussion about the future of TPE. This is a challenging time for TPE, we're are at a critical stage. We have a goal of supporting the chapters and their interests. Working with landowners and doing outreach will allow us to grow and support their local interests. We want to work through questions and concerns. We are overdue for a new strategic plan. We want to learn from our experiences both good and bad. There was a prior failed easement negotiation that needed to be resolved. The parties made their peace. That healing process is underway.

## 6. Executive Director Report – Chris Kirkpatrick

- NFWF Grant – UPDATE

Chris Kirkpatrick reported on the NFWF grant, job descriptions, how these will work together. The partners are onboard and excited for us. There are many opportunities for us to connect with. We will need volunteers to visit and review high quality, long term projects. We need an onboarding process, an advisory committee or a steering committee. The grant is to find new projects and help them get resources. We will develop a database of potential resources. Chris is working with Gary Eldred on a savanna restoration pilot and cost share project at Iris Drive. New CRP landowners are a top priority for us. We also want to support new land management professionals. This is an exciting opportunity for our service area. We are doubling the size of our staff. There will be two hiring committees, one for the landowner's coordinator position and the other for the new outreach, administration and communications person.

## COMMITTEE REPORTS

### 7. Finance Committee

- Revised 2020 budget

The NFWF grant needs to be added to the budget. There was in the budget summary.

**Rich Henderson moved to approve the revised 2020 budget. This was seconded by Jim Rogala. The motion passed.**

- Investment distributions

Chris Kirkpatrick and Winnie Bade have worked on this and sent out the information.

**Alice Mirk moved to approve the investment distribution from TPE. This was seconded by Deanna Pomije. The motion passed.**

Evanne Hunt asked to receive the draft of the application for the internship endowment process and criteria. Rich Henderson and Jim Rogala are working on that and will forward it to her.

- Gift Agreement

We need to have a context of what the Finance Committee worked on. This is noted in the Accountant Manual. The goal is to put into writing a donor's intent when there is a restricted donation. We need to know how to use this agreement. Jerry Pedretti will write up a summary for the Account Manual. This can make a big financial allocation difference when it comes to certain gifts. The new form is available for use and will also be referred back to the Finance Committee.

### 8. Land Protection Committee

- MacDonald Conservation Easement Final Approval

**Rich Henderson moved to close on the MacDonald Conservation Easement. This was seconded by Jerry Newman. The motion passed.**

- Benedict Prairie Management Agreement

This is a Glacial Prairie Chapter project. The University who is the landowner wants to have a formal agreement in order to move forward. This is an original Curtis site remnant with much history. TPE will bring a burn boss and insurance to the present work crew.

Jim Rogala moved to approve a formal Benedict Prairie Management Agreement. This was seconded by Rich Henderson. The motion passed.

## **OLD BUSINESS**

9. Chapter host for 2020 summer picnic & 2021 conference

Chris Kirkpatrick said the Glacial Prairie Chapter will host the summer 2020 membership picnic and then the annual conference in 2022. The Minnesota Driftless Chapter will take on the 2021 annual conference. The previous chapters will be of help to this process. The first step is to secure a site and date for the events.

David Hamel requested to speak to the proof-reading of things that go out from TPE to the public. What is our editing process? The Prairie Promoter and Annual Appeal already go out for editorial review. We want to be sure to be professional with our printed words.

David Hamel said we may want to address our fiscal year timing, July 1st is a typical date for non-profits. We will refer this topic to the Finance Committee for review and then refer it back to the Board. This effects tax documents. Land management is very active at that time of year and July 1 would be a big challenge. October 1 is an option to match our activity year. There will be a pros and cons paper discussed at the Finance Committee.

## **NEW BUSINESS**

### **OTHER BUSINESS**

The business meeting was adjourned to a board-only executive session on organizational staffing plans.

Jim Rogala moved and Jerry Newman seconded that the meeting be adjourned. The motion carried. The meeting adjourned at 10:55 a.m.

Respectfully submitted,  
Joe Rising  
Communications Coordinator

### **2020 Board Meetings**

Wednesday, May 20 via web conferencing,

Sunday, July 19 at summer picnic, chapter host to be determined, Saturday, September 19 at TPE's office in Viroqua, 12:00 pm

Wednesday, November 18 via web conferencing,

Wednesday, December 16 via web conferencing

Wednesday, January 22 via web conferencing,

## Board Resolution

Whereas the Board of Directors of The Prairie Enthusiasts, Inc. has decided to terminate the employment of its current Executive Director on March 31, 2020; and,

Whereas The Prairie Enthusiasts, Inc. wishes to have someone act in the capacity of Executive Director until that position is filled;

Now, therefore be it resolved by the board of directors of The Prairie Enthusiasts, Inc.:

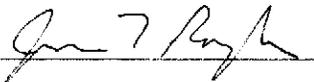
THAT, we accept the offer from Scott Fulton, the current President of The Prairie Enthusiasts, to serve in the role of Acting Executive Director of The Prairie Enthusiasts, Inc.

THAT, we agree to allow Scott Fulton to serve as Acting Executive Director until such time as 1) Scott Fulton resigns from the position, 2) the Board of Directors of The Prairie Enthusiasts terminates Scott Fulton as Acting Executive Director, or 3) a new hire for the position of Executive Director of the The Prairie Enthusiasts is completed.

Adopted this 1<sup>st</sup> day of March, 2020.

I hereby certify that the foregoing resolution was duly adopted by The Prairie Enthusiasts at a legal meeting held on the 1<sup>st</sup> day of March, 2020.

3-1-2020 date adopted

 signature of The Prairie Enthusiasts Secretary

JAMES T. ROGALA printed name of signatory

TPE Board Meeting  
Wednesday May 20, 2020  
7:00 PM - 9:00 PM (CST)

Minutes

1. Call to Order/Roll Call

The meeting was called to order at 7:05 p.m.

Attendees: Scott Fulton, Alice Mirk, Jerry Newman, Jim Rogala, Rich Henderson, Evanne Hunt, Deanna Pomije, David Hamel, Stephen Winter, and Gary Eldred.

Staff: Joe Rising

Guests: Winnie Bade, Rob Schuettpelz

Absent: Mark Leach, Jim Rachuy

2. Adopt Meeting Agenda

3. Approve Consent Agenda

The minutes of the last Board Meeting and several key committee meetings.

**Jerry Newman moved to approve the Consent Agenda. Evanne Hunt seconded it. The motion carried.**

4. Treasurer's Report – Alice Mirk

• Statement of financial activity through April 30, 2020

April results show TPE cash even with the 12/31/19 balance, but our measure of sustainability, Months on Hand, has declined from 8-9 months to 7.3. Total contributions are down 36% compared to this time last year; we hope membership renewals will make a difference in the coming months. With the change of leadership, we are developing a revised approach to renewals and are behind in sending out renewals but are catching up. Chapter Support spending was up \$8k due to the ED departure. We realized \$7k net profit from the annual conference compared to \$2k last year. Chapter spending was even with last year. We are taking a hit in our endowments with the stock market, down about 13%. The Foslin acquisition, initiated in 2019, was completed for Prairie Bluff.

Scott Fulton gave additional information after Winnie reviewed the report. Scott noted that Rob Schuettpelz has joined the Finance Committee. Rob's business is as a consulting accountant. He hopes to help us develop a better financial dashboard.

**Jerry Newman moved to accept the Treasurer's Report. Jim Rogala seconded it. The motion carried.**

5. President/Acting Executive Director Report – Scott Fulton

• Staff update & personnel policy review

We have hired new staff. They are Diane Hills and Dan Carter. We are real happy with this so far. Both have scientific and practical knowledge. We engaged a hiring consultant for the Executive Director position. We are also updating our Employee Policy Handbook. We hope to have this to the Board and Executive Committee by July. It is a component for accreditation.

- Chris Kirkpatrick transition

Scott and Chris worked together with the transition. The transition went smoothly and Chris was very helpful. There was a severance agreement.

- New Executive Director Search

We got proposals from several consultants and chose Kate Green for an Executive Director search. We have a search Committee too. Scott has a little more sympathy for Chris Kirkpatrick not because of the nature of TPE as an organization.

- NFWF Grant Update

We have drawn on the grant. There has been one landowner visit. Dan is professional and able to write well. Diane is gathering together a collection of potential educational resources on both ecology and prairie best management practices. We will curate this and make it accessible. We hope for a big boost in membership in the Glacial Prairie Chapter where Dan Carter lives.

Scott is having one on one meetings with the staff every week. Their job descriptions are being clarified. He will share them with the Board. Scott is learning how the staff works and how to manage them.

- New membership renewal process

We are working as a staff team on this so we understand what we are all doing together. This is messy but we bit the bullet and are going through it. We want the new membership renewal process to be efficient and effective. The Fundraising Committee is reviewing the policy and working on the membership levels.

- Communication/Outreach and Education Committees

We want committee support for both Diane and Joe. Evanne Hunt and Jim Rogala will head these committees (the Communication and Outreach Committee, and Education Committee respectively) with new charters and members. Evanne mentioned the purpose of the Communication and Outreach Committee being to identify and coordinate TPE communication channels and our outreach program. Our goals is to increase membership, volunteer engagement and financial support for the organization. The Education Committee will be a fantastic source of information. We need quality educational materials out there. We may have some scientists and people to assess the content. Jim is looking for people to join this committee. This is the life blood of the organization in many ways. Gary will help to reach out and call member to see if they are still interested in being members. Jack Kussmaul has the SWC list.

- Annual Report

We are awaiting the audited 990. Scott, Diane and Joe are working on the annual report. It will be in the next Prairie Promoter. It will be a nice summary and review of the prior year. The winning photo from the annual conference will be shown and there will be extra copies for wider distribution.

## COMMITTEE REPORTS

### 6. Finance Committee

- Accountant's Manual policy changes & Gift Agreement

Scott Fulton reviewed two proposed changes to the Accounting Policies and Procedures Manual. These were noted in the Board materials. One new policy requires signed gift agreement clearly stating the donor's intent for restricted gifts of \$1,000 or greater. A second change caps the fixed rate allocation at \$10,000 per restricted donation, applied to each donation separately.

**Evanne Hunt moved to accept the Accountant's Manual policy changes & Gift Agreement. Gary Eldred seconded it. The motion carried.**

- Approval of audited financial statement – DISCUSSION

Scott will review this tomorrow. Jerry has been through it. If we need to approve it we can do this view email.

### 7. Land Protection Committee

- Schluckebier Prairie - Weiss Addition initial project approval – ACTION

Rich Henderson reported on this project. This State Natural Area has neighbors who are interested in adding their property to the site. There is upland and prairie along with a large floodplain. There are funds available to apply for and they may cover this project. This will add a corridor and help to sustain grassland birds. It is about \$4000. an acre with 31 acres.

**Jerry Newman moved for initially approval to move forwards with the Weiss Addition to Schluckebier Sand Prairie and a resolution to apply for the state stewardship funds. Gary Eldred seconded it. The motion carried.**

## NEW BUSINESS

### 9. TPE Event COVID-19 Policy and Guidelines – ACTION

Scott Fulton gave a background on TPE's implications and what is driving this. We have a need to take this seriously and do our part responsibly to protect public health. We want to carry on our important conservation work as much as we can safely, to comply with government orders, and enable leaders and participants to be and feel safe. We want to be able to adjust and change these guidelines. We hope this will go away in time but we need to adapt. We want to clarify the authority of the staff and leaders to comply with the policy we are setting here. We have responsibilities and we have liability insurance. We want to reach out to our members to let them

know we are concerned about how they are doing. We are a community and we care for each other. There is an uptick to visits to our preserves. We won't support indoor events, and want to make a reservation system for field trips with a maximum of 10 people. We want to follow social distancing rules. We want to request people wear a facemask, and offer sanitations options. We need something about sharing tools. The Board will review the situation from time to time. Staff are responsible to communicating the guidelines. This will be referred to the Executive Committee and go into effect next week. We are assuming that we will not have a summer membership picnic. We can do a zoom annual meeting.

**Evanne moved to accept TPE Event COVID-19 Policy and Guidelines. Alice Mirk seconded it. The motion carried.**

#### 10. COVID-19 Financial Contingency Planning

We may be looking at a reduction of income and chapters may want to discuss an income drop and plan accordingly.

#### 11. Adjourn

**Jerry Newman mad a motion that the meeting be adjourned. Gary Eldred seconded it. The motion carried. The meeting adjourned at 9:05 p.m.**

Respectfully submitted,  
Joe Rising  
Communications Coordinator

#### **2020 Board Meetings**

Sunday, July 19 annual meeting by Zoom  
Saturday, September 19 at TPE's office in Viroqua, 12:00 pm  
Wednesday, November 18 via web conferencing,  
Wednesday, December 16 via web conferencing  
Wednesday, January 22 via web conferencing,

# TPE Board Meeting

Sunday July 19, 2020 10:00 AM - 12:00 PM

## Minutes

### 1. Call to Order/Roll Call

The meeting was called to order by President Scott Fulton at 10:05 a.m.

Attendees: Scott Fulton, Alice Mirk, Jerry Newman, Jim Rogala, Rich Henderson, Evanne Hunt, Deanna Pomije, David Hamel, Stephen Winter, Caroljean Coventree, and Gary Eldred

Staff: Joe Rising, Diane Hills, and Grace Vosen

Absent: Jim Rachuy

### 2. Adopt Meeting Agenda

### 3. Approve Consent Agenda – ACTION

Correct the May 20<sup>th</sup> Minutes, #11 in to read; Jerry Newman *made* a motion.

**Evanne Hunt moved to approve the Consent Agenda. Jerry Newman seconded it. The motion carried.**

### 4. Treasurer's Report – Alice Mirk

- Statement of financial activity through June 30, 2020

Scott Fulton gave the financial report. This is the first attempt with the new dashboard, which is being worked on for the September Board meeting. This will be improving. The consolidated contributions are approximately 25% lower year-to-date. We believe this may be due to the COVID-19 economic situation. We won't know how we are doing until the end of the year as that is when the annual appeal comes in. The grants income includes the forgivable loan from the Paycheck Protection Program of \$61,000, but does not include significant reimbursements from the National Fish and Wildlife Foundation grant, which are in process. There are a few extra expenses that were not budgeted for; the Executive Director search consultant, the employee handbook updates, and the Empire Sauk Chapter has hired a capital campaign consultant. However, the Executive Director salary cost will be reduced while we search for a permanent person in the role. Questions were asked and answered.

**Jim Rogala moved to accept the Treasurer's Report. Rich Henderson seconded it. The motion carried.**

### 5. President/Acting Executive Director Report – Scott Fulton

- Staff update

Scott Fulton reported that Joe Rising will be leaving TPE as of the end of July. On behalf of the Board and TPE, thanks to Joe for his dedication and service. Joe gave thanks to the organization for his employment and opportunities it helped create. He hopes to volunteer with TPE in the future. Grace Vosen will be stepping into the communications position. She has an interest and background in conservation communications, has been active working on communications and education projects for Empire-Sauk Chapter and was a summer intern with TPE several years ago. Jerry Pedretti will be working full time with TPE going forward.

- New Executive Director Search

The Executive Director search is moving forward but slowly. Evanne Hunt linked the job description to her Facebook page and may have received some spam.

- NFWF Grant Update

Dan Carter has completed 29 landowner visits and has 23 more scheduled. Interest and enthusiasm from landowners is quite high. He is finding rare species and noting them.

- Membership renewal process

This process is being revised to make it more effective and efficient with staff time. We are making progress. Feedback is welcomed.

- Fundraising planning

The Fundraising Committee is beginning serious work on planning for fundraising and donor cultivation efforts in the latter half of the year, including the annual appeal. Effective alternatives to our traditional donor field events are being sought.

- New Prairie Promoter editor

Debra Noell is stepping down as volunteer editor and Grace Vosen will assume this position as a staff responsibility. This is well in hand and will be getting support from two newly restarted committees, the Communication and Outreach Committee (chaired by Evanne Hunt), and the Education Committee (chaired by Jim Rogala).

- Hanley Campaign project

This property is 305 acres in Iowa County, WI. next to our Mounds View complex which is over 570 acres. We have a consultant working on this campaign. This will take at least a year. The goal is to raise over \$2,000,000. Diane Hills is assisting with this from a staff position.

## **COMMITTEE REPORTS**

### **6. Finance Committee**

- Approval of audited financial statement

The board reviewed and discussed the audited financial statement and management report for TPE and the TPE Trust (combined). There were no findings of concern. The Trustees will need to approve this as well. The accounting firm will prepare the 990 when the statement is approved, which will also require Board approval, which will be done by email.

**Evanne Hunt moved to approve the audited financial statement. Gary Eldred seconded it. The motion carried.**

### **7. Fundraising Committee**

- Approval of new membership and donation policy

A new policy covering how memberships and donations relate to each other was proposed by the committee. The membership policy is tied into many factors of the organization and needs to support our goals of growing our membership, financial support, and volunteer engagement. The current policy has not been clear to either staff or the members. The policy for off-boarding of expired members is also an area of concern. The Board suggested some clarifications of the wording of the policy.

Jim Rogala moved to approve the new membership and donation policy, with corrections. Rich Henderson seconded it. The motion carried.

## **NEW BUSINESS**

### **8. Election of TPE President**

Scott Fulton's term as President ends as of this meeting, and he expressed a willingness to serve another 2-year term. He reported that the officer term anniversaries are at different parts of the year. We will need to elect a new Secretary by September, as Jim Rogala will have reached the end of his third term, which is the limit under our by-laws. We also need very soon a vice-president serving as "President in waiting".

Evanne Hunt moved to elect Scott Fulton as President. Rich Henderson seconded it. The motion carried.

### **9. Revised Employee Handbook**

Scott Fulton and Lori Moynihan, an HR consultant, prepared a revised handbook, which incorporates TPE's personnel policies. The handbook was last revised in 2010 and was reviewed for compliance with all federal and state regulations and also updated and clarified. Significant changes discussed by the Board included clarification of the respective roles of chapters and the Executive Director in the hiring, supervision, and discipline procedures with chapter employees. Some benefit changes were also proposed, including more paid holidays, switching to a unified paid time off (PTO) approach vs. separate vacation and sick leave, and the addition of a 403(b) retirement plan. A number of changes were suggested for clarification.

Evanne Hunt made a motion to approve the Employee Handbook with the corrections noted, Alice Mirk seconded it. The motion carried.

### **10. Gary Eldred Nebraska prairie protection proposal**

Gary Eldred is working to get a conservation process going on this Discovery Prairie property. Photos were shown regarding what the site looks like. Gary has been involved with this for 35 years. This is a significantly intact prairie with very little management needed. Gary proposes that TPE consider expanding our prairie protection to high quality sites outside the boundaries of our chapters. He wants a small coalition of people to help preserve this site. This is a 40 acre track and has only been hayed. It has only been grazed on occasion. The price is about \$1,700 an acre. There is a Prairie Plains Resource Institute that may be good to network with.

### **11. Responses to Black Lives Matter**

Postponed due to the Annual Membership meeting and picnic start time.

## **12. Adjourn**

Steven Winter made a motion that the meeting be adjourned. Jim Rogala seconded it. The motion carried. The meeting adjourned at 11:58 a.m.

Respectfully submitted,  
Joe Rising  
Communications Coordinator

## **Remaining 2020 Board Meetings**

Saturday, September 19 via Zoom  
Wednesday, November 18 via Zoom  
Wednesday, December 16 via Zoom

**president@theprairieenthusiasts.org**

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**From:** David Hamel <sdhamel@gmail.com>  
**Sent:** Monday, August 10, 2020 3:35 PM  
**To:** Scott Fulton  
**Subject:** Re: Approval of TPE 990 for Filing

Scott Fulton,

I approve the TPE Form 990 you have sent me.

David Hamel

(Schedule B has some blanks in column B. I assume that means the Name and address there is the same as the row above.)

“To keep every cog and wheel is the first precaution of intelligent tinkering” (Aldo Leopold 1949)

On Mon, Aug 10, 2020 at 2:42 PM <[president@theprairieenthusiasts.org](mailto:president@theprairieenthusiasts.org)> wrote:

Dear TPE Board Members,

The TPE Form 990 (our annual non-profit tax return for the IRS) has been prepared, reviewed by our accounting staff and is ready for approval by the Board. Please review the attached and let me know by return email if you approve.

Thanks,

Scott

Scott Fulton

President & Acting Executive Director

**The Prairie Enthusiasts**

Mobile – 608-345-8297

[president@ThePrairieEnthusiasts.org](mailto:president@ThePrairieEnthusiasts.org)



**president@theprairieenthusiasts.org**

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**From:** Jim Rogala <jrogala58@gmail.com>  
**Sent:** Monday, August 10, 2020 3:42 PM  
**To:** Scott Fulton  
**Subject:** Re: Approval of TPE 990 for Filing

I approve.

On Mon, Aug 10, 2020 at 2:42 PM <[president@theprairieenthusiasts.org](mailto:president@theprairieenthusiasts.org)> wrote:

Dear TPE Board Members,

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Thanks,

Scott

Scott Fulton

President & Acting Executive Director

**The Prairie Enthusiasts**

Mobile – 608-345-8297

[president@ThePrairieEnthusiasts.org](mailto:president@ThePrairieEnthusiasts.org)



[www.ThePrairieEnthusiasts.org](http://www.ThePrairieEnthusiasts.org)

**president@theprairieenthusiasts.org**

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**From:** Alice Mirk <aimirk68@icloud.com>  
**Sent:** Monday, August 10, 2020 6:37 PM  
**To:** president@theprairieenthusiasts.org  
**Subject:** Re: Approval of TPE 990 for Filing

I approve the 990form as prepared

Sent from my iPhone

On Aug 10, 2020, at 2:42 PM, president@theprairieenthusiasts.org wrote:

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Thanks,  
Scott

Scott Fulton  
President & Acting Executive Director  
**The Prairie Enthusiasts**  
Mobile – 608-345-8297  
[president@ThePrairieEnthusiasts.org](mailto:president@ThePrairieEnthusiasts.org)

<image001.jpg>

<image002.jpg>

[www.ThePrairieEnthusiasts.org](http://www.ThePrairieEnthusiasts.org)

*“When we see land as a community to which we belong,  
we may begin to use it with love and respect.”*

-Aldo Leopold

<Draft 990 TPE Inc. 2019 as of 7.29.2020.pdf>

**[president@theprairieenthusiasts.org](mailto:president@theprairieenthusiasts.org)**

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**From:** Evanne Hunt <evanne.hunt@gmail.com>  
**Sent:** Tuesday, August 11, 2020 9:56 AM  
**To:** Scott Fulton  
**Cc:** Alice Mirk; Caroljean Coventree; David Hamel; Deanna Pomije; Jack Kussmaul; Jerry & Pat Newman; Jim Rachuy; Jim Rogala; Richard A Henderson; stephen.winter@okstate.edu  
**Subject:** Re: Approval of TPE 990 for Filing

I approve.

On Mon, Aug 10, 2020 at 2:42 PM <[president@theprairieenthusiasts.org](mailto:president@theprairieenthusiasts.org)> wrote:

Dear TPE Board Members,

The TPE Form 990 (our annual non-profit tax return for the IRS) has been prepared, reviewed by our accounting staff and is ready for approval by the Board. Please review the attached and let me know by return email if you approve.

Thanks,

Scott

Scott Fulton

President & Acting Executive Director

**The Prairie Enthusiasts**

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**[president@theprairieenthusiasts.org](mailto:president@theprairieenthusiasts.org)**

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**From:** Jerry Newman <jerrynewman0200@gmail.com>  
**Sent:** Tuesday, August 11, 2020 3:49 PM  
**To:** David Hamel  
**Cc:** Scott Fulton; Alice Mirk; Caroljean Coventree; Deanna Pomije; Evanne Hunt; Jack Kussmaul; Jerry & Pat Newman; Jim Rachuy; Jim Rogala; Richard A Henderson; Stephen Winter  
**Subject:** Re: Approval of TPE 990 for Filing

Looks good, although I will admit I didn't read all 40 pages. It was too hard to stop staring at the tree on my garage.

On Tue, Aug 11, 2020 at 1:04 PM David Hamel <[sdhamel@gmail.com](mailto:sdhamel@gmail.com)> wrote:

I have been known to scream at the talking heads on TV for over-using the word "incredible" when "large", "very good", or "quite nice" would do. But regarding the 990 document, that a volunteer group of grass and forb lovers could put that together--"incredible" is applicable. I can't quite believe it.

David

"To keep every cog and wheel is the first precaution of intelligent tinkering" (Aldo Leopold 1949)

On Mon, Aug 10, 2020 at 2:42 PM <[president@theprairieenthusiasts.org](mailto:president@theprairieenthusiasts.org)> wrote:

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Thanks,

Scott

Scott Fulton

President & Acting Executive Director

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[president@ThePrairieEnthusiasts.org](mailto:president@ThePrairieEnthusiasts.org)

**president@theprairieenthusiasts.org**

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**From:** Wildflow <wildflow@baldwin-telecom.net>  
**Sent:** Tuesday, August 11, 2020 2:02 PM  
**To:** president@theprairieenthusiasts.org  
**Subject:** Re: Approval of TPE 990 for Filing

**Importance:** High

I approve.

On 2020-08-10 14:42, president@theprairieenthusiasts.org wrote:

Dear TPE Board Members,

The TPE Form 990 (our annual non-profit tax return for the IRS) has been prepared, reviewed by our accounting staff and is ready for approval by the Board. Please review the attached and let me know by return email if you approve.

Thanks,

Scott

Scott Fulton

President & Acting Executive Director

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