

OREGON TREE FARM SYSTEM

Our Values: Connectivity; Collaboration; Stewardship; Inclusivity; Gratitude
Our Mission: Empowering private landowners to manage their forests sustainably
Our Purpose: Impacting the world by making Oregon a better place one acre at a time

OTFS BOARD MEETING MINUTES: December 15, 2022

Meeting called to order

Roll Call

Present: Tom Agens, Mike Barsotti, Dick Beers, Dave Bugni, Steve Cafferata, Wylda Cafferata, Gordon Culberson, Ed Easterling, Dave Ehlers, Lauren Grand, Scott Hayes, Joe Holmberg, Norm Michaels, Steve Vaught, Jeremy Norby, Parks Brigman, Carrie Spradlin, Rick Zenn, Nicole Wood

Absent: Clint Bentz, Dick Courter, Rex Storm, Austin Reimer, Julie Woodward, Seth Barns

Guests: Mary Chamness; Kate McMichael; Sue Zeni

Reading Values, Mission, Purpose Statement: Dave Ehlers

No Additions made to agenda

October minutes approved by consensus

Treasurer's Report: Dick Beers

- \$139675.48 in the bank
- Dick is retiring from his volunteer role as treasure on the 31st but will give input to new treasure

Explanation + Approval of new book-keeping service: Co-Chair Steve Cafferata **ACTION ITEM**

- Would like to hire Cascade tax professionals in Eugene which is an accounting service. Cost will be around \$80 dollars a month plus \$500 in tax preparation a year. This should mean we break even since taxes usually cost around \$1500
- Our representative at Cascade is an LTC licensed consultant and trainer on QuickBooks pro. They have 4 permanent staff and temp staff during tax season to cover in case our representative has a limitation.
- Dave moves to approve cascade tax professionals for 2023 fiscal year. Norm seconds motion passes unanimously.

Memorial Fund Report:

No Report, Dick Courter - absent

Comments from Co-Chairs

- Vote to appoint Mary Chamness and Kate McMichael to OTFS Board membership. Mary will be serving as secretary in 2023, and Kate will join the Communication Working Group.
 - Gordan Culbertson moves and Dave B seconds. Motion passes unanimously.
- National Leadership Conference
 - Norm and Dick Courter attending – funding from ATFS and from OTFS general funds. Dave Hibbs is also attending his expenses are funded separately by ATFS since he is Regional Inspector of the Year.
 - Tom Agens is also attending but will not need funding from OTFS
- 2023 Calendar
 - Events we need to cover for the year
 - Board meetings will still be 8:30am start- all be by zoom except June and November in person
- Discuss and approve 2023 Work Plan
 - Covers 6 working groups and what they should accomplish
- Discuss and approve Strategic Plan
 - What the governance committee is working on
 - 7 goals with activities
- Dave B moves to approve calendar, work plan and strategic plan, Steve Vaught seconds, motion passes unanimously.

ATFS Comments

- Second round of AFTS annual funding should be out by the end of the year. It will include the remainder incentives for required inspections and second round of exempt tree farm revenue – should be around \$3400
- Next year will be moving forward with ACH payments

Tree Farmer of the Year Signs

- Graphics designer would come up with a few designs and the winner would choose the one they want.

- Maybe offer one sign or a credit to make own sign
- Retroactive for 5 yrs or of all time depending on budget
- Subcommittee to come up with basics Dave B, Dave E, Ed Easterling, and Gordon
- Will have a proposal ready for March meeting
- Size 24 x 36 standard
- Committee will get example signs from other counties for ideas

Plans for 2023 Members' Meeting

- November 4th at the Oregon gardens – room reserved, but football schedule isn't out yet, so will try to adapt if necessary and possible
- More info coming soon since Julie is absent
- Should be like the past events with Information and workshop in the morning followed by Members business meeting and Board meeting
- Still working on dates of awards announcements – recognition committee will figure this out and report on this in March.

2023 Service Agreement with OSWA

- Formally known as the partnership agreement and MOU with OSWA
- Operations committee has several productive meetings but not quite there yet
- Changed title to service agreement because it will describe what services OSWA will provide OTFS for a fee.
- Still having discussions about the newsletter which previous to 2022 used to come out every quarter and was released to all Tree farm and OSWA members. Publication was included in the 2022 Partnership Agreement but was never produced.
 - i. Newsletter concerns raised by Partnership Operations Committee
 1. By the time the people got it, much was outdated
 2. Redundancy from chapter newsletters and other publications
 3. Concerns over OSWA's ability to publish in timely fashion.

- Looking for the newsletter to be more efficient ,potentially to send statewide info to chapters for inclusion, and move some content to online with constant contact account
- OTFS might still produce a 2-page sheet letter to members for \$500-600 dollars per issue for pertinent tree farm info
- Comments:
 - ii. Price high compared to other newsletters – might shop around for another option
 - iii. This should be decided by membership not boards we need a survey
 - iv. Two questions – do we have enough content to do the newsletter? is there enough money? – decide if there could be a digital option
 - v. Newsletter helps you learn what is happening in other chapters – helps bring us together.
 - vi. Still pursue some joint pub that will focus on common interests but decreases costs.
 - vii. Concern that a survey will only reach those online if not mailed – do a constant contact and put an announcement in the next newsletter – make sure only one response per person
 - viii. Expenses for newsletter are currently \$24000 a year – could do a lot more saving and get more volunteers to write articles
 - ix. Subcommittee for newsletter Mike B, Wylda, Kate, Nicole will work on survey questions for inclusion in up-coming edition of Family Forest News.

2023 Budget

- Developed by Steve C
- Steve reviewed the spreadsheet showing all 2022 budget items, where OTFS was YTD 2022, and the 2023 plan.
- Two grants are part of the income that we use for our expenses and the other grants are specific to LandMapper and videos which will be dollars in and dollars out.
- The budget includes the Service Agreement with OSWA including funds for storage unit, the newsletter, mailing and banking services, and the Family Forest Convention
- Additional money for awards was added because of the sign proposal on the table
- Getting own ZOOM subscription won't be going through OSWA this year
- Memorial fund expenses \$600.

- Communications comm \$1000
- Landowner journey \$2000
- \$20,000 for certification working group
 - This money will be used to help close the gap of uncompleted inspections with greater than a 5 year certification period
 - Ideas for this money include – upping milage from 20c to 40cents a mile; Increasing DCs and assigning inspectors to DC. Inspectors must do one inspection a year, but requesting 4 per year min; bonus to every inspector that does 4 inspection \$200; Recruit people to call 200 old inspections to check for viability - county by county plan
- \$3000 for OTFS luncheon
- Wylde moves to approves 2023 budget as presented, Dave B seconds; motion passes by unanimously.

Working Group Reports were omitted this meeting due to time.

Comments from Partners/Questions for Partners: Steve Cafferata

- Comments on forest service report: The big pools of money in Oregon are disaster funds; infrastructure legislation, money comes through ODF
 - Inflation reduction act – not sure how money will be available to landowners but there will be some guide to assist with obtaining funds, unknown if funds coming to the state through ODF or some nonprofit.
 - EQUIP got a large increase in funding – changing the percentages of landowner cost contribution.
 - Dave B would be willing to write a newsletter article on all this.
- OSWA - convention is June 22-24 in Estacada info coming in Jan
- SAF – in person meeting coming back in May – new term Pro-Forestation – a strategy of doing nothing on your land – purportedly driven as a carbon strategy – this is a challenge to active management and info is being disseminated about how to deal with this issue.
- OSU

Publications:

- [Choosing the Right Forestry Services Contractor: Practical, Ethical and Environmental Considerations](#)
- [Nontimber Forest Products for Small Woodland Owners: Reishi Mushroom Growing Guide](#)
- [Silvicultural Decision Guide for Swiss Needle Cast in Coastal Oregon and Washington](#)
- [Ties to the Land: Succession Planning for Rural Landowners](#)
- [Prescribed Fire: Why We Burn](#)
- [The Ecological Effects of Fire](#)
- [Fire Behavior](#)
- [Planning a Prescribed Burn](#)
- [Managing a Prescribed Burn](#)
- [Small-Scale Harvesting for Woodland Owners](#)

A collection of videos on how to enhance habitat for pollinators in forests:
<https://extension.oregonstate.edu/collection/bees-woods>.

A podcast series: <https://inthewoodspodcast.com/>

• **Upcoming Events Hosted by FNR Extension**

- [Restoring Oregon's Dry Side Forests Webinar Series](#) - Dec 7, 2022 - Apr 5, 2023; 1st and 3rd Wednesdays, 6:00 pm. <https://extension.oregonstate.edu/union/events/restoring-oregons-dry-side-forests>
 - [Woodland Management Planning Webinar Series](#) - February 2, 9, & 16, 2022, 3-4:30pm <https://extension.oregonstate.edu/coos/events/woodland-management-planning-webinar-series>
 - [Tree School Clackamas](#) – 25 March 2025. <https://extension.oregonstate.edu/tree-school/tree-school-clackamas>
- The OR SFI SIC met virtually on 12/8/22. Wylda provided a great update to the SIC on the progress made by all the working groups in 2022 and Steve provided insight on the aggressive plans each working group would be focusing on in 2023. The OTFS has been provided electronic versions of the fact sheets developed for the 8 ecoregions in the state containing management guidelines for

G1 and G2 (Threatened & Endangered) species habitat management. Sample for the Willamette Valley Ecoregion is attached. The SIC is encouraging the distribution of these fact sheets and thought Wylda and Steve's suggestion to include them in the Land Owner Journey kits was an excellent idea! The SIC approved its continued support for the OTFS with a \$6,000 contribution in its 2023 budget.

Adjourn: 10:40 am