

## Bass Lakes Area Environmental Partnership

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### 07 February 2022 - Board of Directors Meeting Minutes

- Commence: 1700
- Adjourn: 1737
- Location: various (Zoom)
- Attendees:
  - President: Lisa Adams
  - Vice-President: Tom Shear
  - Secretary: Heidi Haskins
  - Treasurer: Jeanne Kavanagh
  - Director: Linda Irmscher
- Agenda:
  - Changes to Board of Directors
  - Conflict of Interest Signatures
  - Bass Pro Shops - Cabela's Outdoor Fund Grant
  - Finalize T-shirt Design
  - Benthic Mat Project Update (time permitting)
  - Any Other Business
- Changes to Board of Directors
  - Tom Stinson resigned on Sunday, 06 February 2022 from the Board of Directors. However, he would still like to participate in some capacity with Bass Lakes AEP, specifically as part of a committee focused on fishing and fish habitats.

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- Ruthanne Gilbert volunteered to serve as Treasurer for Bass Lakes AEP. Jeanne Kavanagh agreed to transition Treasurer responsibilities to Ruthanne, but will remain on the Board as a Director.
  - Tom Shear proposed, board unanimously approved, that Bass Lakes AEP host a meet and greet/icebreaker event with Ruthanne prior to the board voting on the change of Treasurer.
    - Heidi Haskins and Tom Shear will coordinate meet and greet event to take place before the end of February.
    - Board will convene after meet and greet event to vote on change of Treasurer.
- Conflict of Interest Signatures
  - All conflict of interest statements have been received. They will be updated as new Board Members join or change positions on the Board.
- Bass Pro Shops - Cabela's Outdoor Fund Grant
  - Issuance of prizes associated with the grant will be conducted by Tom Stinson as fishing and fish habitat committee lead.
  - Material and monetary management of grant will be turned over from Tom Stinson to Lisa Adams.
  - Lisa Adams will complete quarterly reporting requirement of the grant.
- Finalize T-shirt Design
  - Board vote of 4-0 to proceed with design as-is with Kathy at O'Keefe's Reef.
  - Proposed sale price of \$20 per t-shirt.
  - Shipping of T-shirts to purchasers will be considered, but will be at actual cost to ship via USPS.
  - Tom Shear contribute \$75 toward art fee in order to begin process of T-shirt design and procurement.
  - Tom Shear and Heidi Haskins to follow up with Kathy at O'Keefe's Reef with additional questions:
    - Are women's sizes/styles available?

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- Are children's sizes available?
- Benthic Mat Project Update (time permitting)
  - Lisa continues to meet with project partners. The scope of the project remains in flex. Lisa asked Eric Calabro of EGLE to outline experimental design and statistical analysis plan in order for Bass Lakes AEP to determine if we will remain part of the larger consortium, or if we will apply for the permits to conduct on small scale in 2022. More information is expected from project partners by the end of February.
- Any Other Business
  - Proposal made to establish committee focused on fishing and fish habitat, led by volunteer Tom Stinson; motion seconded; unanimously approved in 4-0 vote by the Board. The committee will be responsible to the board for activities in support of fishing and fish habitat, to include fishing competitions with prizes supported by Bass Pro Shops - Cabela's Outdoor Fund grant received.
  - Lisa was invited to attend an Aquatic Invasive Species Coordination and Lake Monitoring meeting with regional stakeholders on Thursday, 10 February 2022. She will attend the majority of the meeting, with more information to follow.

- In-progress tasks:
  - Assign POC within group for each grant we may be eligible for.
    - Assigned POC conduct provide summary of grant, review to validate criteria met for grant, and generate initial draft of grant application paperwork required.
  - (Lisa Adams) State Representative Constituent meeting schedule
  - Internship development discussion
  - Michigan Anglers and Boaters pamphlet acquisition and placement locations.
  - (Tom Shear) Provide electronic draft of DASH boat proposal to Lisa Adams.
  - (Lisa Adams) Laird Norton Family Foundation grant status (In progress)
  - (Heidi Haskins, Jeanne Kavanagh) QuickBook feasibility assessment (in progress)
  - (Heidi Haskins) Conflict of Interest policy forms review and collection as needed (complete)
  - (Heidi Haskins, Tom Shear) Establishment document review to ensure annual individual and organizational requirements are met (complete)
  - (Heidi Haskins, Tom Shear) Coordinate meet and greet event with Bass Lakes AEP team and Ruthanne Gilbert. (in progress)
  - (Tom Shear) Meet with O'Keefe's Reef to finalize T-shirt design and gather additional sizing information. (in progress)
  - (Lisa Adams) Bass Pro Shops - Cabela's Outdoor Fund quarterly report due in March. (in progress)