

2010 Standing Committee and Work Group Descriptions

Executive Committee - Paul Wick (chair), Kelliann Morris, Judie Tilman, Jack Eddie

BYLAWS:

a.) The Executive Committee shall consist of the officers of MWCA and the immediate past president. It shall be responsible for and have authority to decide and act upon such matters as may be delegated to it by the board of directors and shall have the authority of the board of directors to transact the business of the MWCA between regular meetings of the board; provided, however, that the Executive Committee shall not have the authority of the board of directors in reference to:

1. Amending, altering or repealing the by-laws of the MWCA
2. Electing, appointing or removing any member of the Executive Committee or any other director of the MWCA;
3. Amending the articles of incorporation of the MWCA;
4. Adopting a plan of merger or consolidation of the MWCA; with another corporation;
5. Authorizing the sale, lease, exchange or mortgage of all or substantially all of the property and assets of the MWCA;
6. Authorizing the voluntary dissolution of the MWCA; or revoking proceedings therefore;
7. Adopting a plan of distribution of the assets of the MWCA; or
8. Amending, altering or repealing any resolution of the board of directors which by its terms provides that it shall not be amended, altered or repealed by the Executive committee.

POLICIES:

- The executive committee shall consist of the officers of the board and the Executive Director. The executive committee shall meet upon request of the President for the purpose of performing business, and may meet as often as necessary. The executive committee may exercise all the powers and authority of the board in the management of the business and affairs of MWCA between board meetings. The executive committee shall not have power to amend MWCA's charter, bylaws, or to fill vacancies on MWCA's board. The executive committee shall perform such other duties as may from time to time be delegated to it by the board.
- All action by the executive committee shall be reported at the next board meeting, except as the board may waive compliance with the requirement. The board may reconsider any action by the executive committee, and take action thereon, provided that no such reconsideration shall adversely affect the rights of third parties who have acted in reliance on action of the executive committee taken in accordance with the authority of these bylaws.
- A simple majority of the voting members of the executive committee shall constitute a quorum of that committee.
- Members of the executive committee may submit their votes on issues being considered by the executive committee either in person, by facsimile, transmissions or by electronic mail (to the extent permitted by state law).

Finance Committee – Paul Wick (chair), Kelliann Morris, Judie Tilman, Jack Eddie

BYLAWS:

- 1.) Committee will ensure sound financial management of the Association.
- 2.) Chair of the committee shall be the treasurer.

POLICIES:

Objective: To ensure sound financial management of the Association.
The Budget and Finance Committee will:

- be comprised of a minimum of 5 members. The treasurer will chair the committee and the President will appoint additional members from the board membership in January.
- have a chair and a vice-chair.
- provide written reports to the Board of Directors when actions are taken by the committee.
- provide an operational plan and budget upon request from the executive officers

- Develop a preliminary budget by the spring planning meeting based upon current and future objectives of the Association and plans for the following year. Committee chairs will submit their budget proposals upon the request of the treasurer.
- Require committee budgets from all standing committees before the spring planning meeting.
- Prepare a current P & L to the Executive Director for inclusion in the Annual Meeting proceedings.
- Plan for future financial needs of the Association and develop new sources of revenue for the Association.
- Develop long-term financial plans for the Association, including investment of excess funds when necessary. Establish a 25% reserve of the regular operating budget for future Association needs.

MWCA Education Committee – Lindsey Bona (chair),

BYLAWS:

- 1.) Committee will encourage educational events, training, publications, and other activities to further the knowledge and expertise of MWCA members and the public.
- 2.) Chair of the committee will be an elected board position.

POLICIES:

Objective: To encourage educational events, training, publications, and other activities to further the knowledge and expertise of MWCA members and the public.

The Education Committee will:

- be comprised of a minimum of 5 members.
- include committee members who shall be members of the Association.
- have a chair and a vice-chair.
- provide written reports to the Board of Directors when actions are taken by the committee.
- provide an operational plan and budget upon request from the executive officers.
- maintain a current contact list of their members and provide to the Executive Director.
- be strongly encouraged to submit articles for MWCA publications and will provide a bi-annual review of the Association web site.
- encourage area councils in the production of educational programs and events in their respective areas.
 - Coordinate with the Coordinator Support Committee to develop a workable fall area meeting/tour to encourage educational activities in each area.
- provide networking for educational and/or professional development programs as requested.
- encourage other MWCA committees to provide educational information for Association members and the general public through:
 - Newsletter input quarterly
 - Liaison with other organizations and groups;
 - Develop and/or locate educational programs useful for weed management and distribute to weed management organizations.
- Committee will collaborate with other educational organizations to work on areas of focus.
- to encourage the monitoring and strengthening of the awareness and educational components of the state weed plan.
- Will produce and manage a silent auction in conjunction with the annual conference as a fundraiser for the committee.

Coordinator Support Committee – Amy Adler (chair), Pam Converse, Dave Brink, Larry Hoffman, Dick Zoanni, Aaron Kneeland, Brian Ostwald, Gary Olsen,

BYLAWS:

- 1.) The chair of the coordinator support Committee shall be elected biennially by the County Weed Coordinators during their fall training meeting.
- 2.) The state shall be divided into seven areas to coordinate weed management efforts. Area councils shall include Western, Southwestern, South Central, Southeastern, Northeastern, Central and Triangle.

3.) Area councils may choose to elect a chairperson for their area council other than their area representative who serves on the board of directors. Such council chairs shall be voted on by their respective councils annually. If the council chair is someone other than the area representative, this will not be a voting position on the board of directors.

POLICIES:

Objective: To encourage professionalism, and provide operational and educational direction for Weed District Supervisors.

The Coordinator Support Committee will:

- be comprised of a minimum of 7 active weed coordinators, one from each area
- include committee members who shall be members of the Association.
- have a chair and a vice-chair, and in this committee, a secretary.
- provide written reports to the Board of Directors when actions are taken by the committee.
- provide an operational plan and budget upon request from the executive officers.
- maintain a current contact list of their members and provide to the Executive Director.
- be strongly encouraged to submit articles for MWCA publications.
- organize an annual spring training meeting for coordinators that will not interfere with the traditional weed control season and will provide informal training through suitable topics by guest speakers. Spring trainings should provide credits.
- organize an annual fall meeting of coordinators to provide the opportunity for interactive group discussions of issues and problems that coordinators face.
- provide support to coordinators with unique problems and attempt to help resolve those problems.
- correspond with new supervisors in matters of the Association and weed management.
- provide coordinator recognition through certificates of appreciation, achievement awards, and pins annually at the spring training. Chair will keep an updated awards list and will keep agendas on file during their term.
- update coordinator handbook as needed.

Integrated Weed Management Committee – Kenny Keever (chair),

BYLAWS:

- 1.) Committee will encourage the development, research, and demonstration of sustainable, integrated weed management strategies.
- 2.) Chair of the committee will be an elected board position.

POLICIES:

Objective: To encourage the development, research, and demonstration of sustainable, integrated weed management strategies.

The IPM Needs Committee will:

- be comprised of a minimum of 5 members, including one representative from each of the key components as identified for managing weeds: risk analysis and prevention, management, inventory and monitoring, and research
- include committee members who shall be members of the Association.
- have a chair and a vice-chair.
- provide written reports to the Board of Directors when actions are taken by the committee.
- provide an operational plan and budget upon request from the executive officers.
- maintain a current contact list of their members and provide to the Executive Director.
- be strongly encouraged to submit articles for MWCA publications.
- to encourage the monitoring and strengthening of the components of the state weed plan.

Nominations and Board Development Committee – Kellieann Morris (chair),

BYLAWS:

- 1.) Committee will engage in an active and on-going nomination process and will oversee professional development for the Board of Directors.

2.) Chair of the committee shall be the Vice President

POLICIES:

Objective: To actively solicit qualified, engaged and enthusiastic individuals to serve on the board as well as to provide quality professional training for board members as opportunities arise.

The Nominations and Board Development Committee will:

- be comprised of a minimum of 5 members, including one representative from each of the key components as identified for managing weeds: risk analysis and prevention, management, inventory and monitoring, and research
- include committee members who shall be members of the Association.
- have a chair and a vice-chair.
- provide written reports to the Board of Directors when actions are taken by the committee.
- provide an operational plan and budget upon request from the executive officers.
- maintain a current contact list of their members and provide to the Executive Director.
- Actively solicit qualified, engaged, and enthusiastic individuals to serve for board positions on a year-round basis
- Work with the education committee to provide professional educational trainings for the board and committee members

Work Groups

Resolution Committee Work Group - John Moody & Jim Ghekiere (co-chairs),

This work group was recently formed in conjunction with the development of public policy for the MWCA adopted at the January 12, 2010 board meeting. The resolution work group is charged with reviewing and submitting comment on any proposed legislation and resolution or directive.

Annual Conference Work Group Kellieann Morris (chair),

This work group begins work early in the year to begin planning for the next annual conference. Members of this group also volunteer for projects and assignments in conjunction with the annual conference.

Awards Ceremony Work Group Pam Finkbeiner (chair),

This work group operates in conjunction with the annual conference, but the group focuses on the awards process from description of criteria and nomination process to planning an awards ceremony at the annual conference.

Scholarship Review Work Group – Lisa Surber (chair),

MWCA Scholarships are due July 1 of every year. Once applications are received, this work group reviews those and evaluates them. As a collective, by ballot or criteria submitted, choose up to three scholarship recipients for the year.

MWCA Landowner Involvement Work Group- Diana Ericson (chair), Dave Brink, Margie Edsall, Mike Miller, Gary Olsen, Jim Jacobs and Dave Burch.

This work group was compiled to find solutions to draw in and retain private landowners across Montana to the Association. Identification of key groups and marketing techniques will be discussed.