

Kansas Forestry Association Board Meeting



Date: March 2, 2020
Time: 9:00 am - 3:00 pm
Lunch: Local Restaurant or on your own
Location: Kansas Department of Wildlife, Parks and Tourism
Region 2 Office
300 SW Wanamaker Road
Topeka, KS 66606

Agenda

- I. Call to Order/Welcome/Introductions – Tom Hogard, President KFA
 - i. Guests
- II. KFA Activity Reports
 - i. [Secretaries Report](#) – Sandy Chandler
 - Review/Approval of July Meeting Minutes
 - ii. [Treasurers Report](#) – Sandy
 - [2020 Budget](#)
 - Receipts/Payments
- III. Old Business
 - i. [KFA Bylaws](#) – Carolyn Turney
 - Draft Proposals, Voting
 - ii. Geyer Workdays – Charlie Barden
 - iii. [WQAN Update](#) – Shane Neel
 - iv. Managing Carbon with Healthy Forests Workshop – Wayne White
 - v. American Tree Farm System National Leadership Conference – Carolyn and Shane
 - vi. Other Items
- IV. New Business
 - i. Executive Committee Retreat – Tom
 - 2020 Vision/Goals
 - Larry Biles
 - ii. [2020 Agroforestry Field Day](#) – Shane
 - April 28, 2020: Roger Wells – 868 Road 290, Americus, KS 66836
 - iii. Spring Newsletter – Shane
 - Managing Carbon Workshop, Agroforestry Field Day, ATFS National Conference, Luke Terry Windbreak
 - iv. 2020 Fall Forestry Field Day
 - October 7, 2020: River Farms Inc. - 14900 120th Rd, Erie, KS 66733
 - Ted called me back he said they would be happy to hold the 2020 field day. Also they will be pecan picking at that time so a demo of their shaking operation can be shown. Also near pecan grove is a Timber stand improvement area, and a tree planting of 1200 trees. Lot of options
 - v. 2020 Award Nominations
 - vi. Committee Reports
 - vii. Other Items
- V. Agency Reports
- VI. Next Meeting/Adjourn

[Back to Agenda](#)

Secretaries Report

Kansas Forestry Association Board Meeting Minutes



Date: November 21, 2019

Time: 9:00 AM - 3:00 PM

Lunch: Local Restaurant or on your own

Location: Kansas Department of Wildlife, Parks and Tourism

Region 2 Office

300 SW Wanamaker Road

Topeka, KS 66606

Agenda

Call to Order/Welcome/Introductions – Floyd Schmidt, Vice President KFA

David Hebert - Environmental Specialist of the Kickapoo Tribe in Kansas
Bachelor of Biology, Master in Ag Research. Happy to be able to attend
Meeting and represent Kickapoo.

Kayti Brinkman – American Tree Farm Midwest Regional Manager
Kalamazoo MI, works with states in the Midwest,

Clint Thornton – Kansas Department of Wildlife Parks and Tourism

Board Members: Introduced themselves for visitors and new members:

Floyd Schmidt, Carolyn Turney, Roy Turney, Mark Janzen, Robert Atchison,
Debra McDaniels, Ryan Rastok, Dustin Mengarelli, Wayne White, Charlie Barden,
Shane Neel, Sandy Chandler.

Carolyn Turney has pecans for purchase. Let her know after the meeting if you are interest.

Guests: David Bruton, Kansas Forest Service

Announcement:

Carolyn announced:

Tom Hogard couldn't attend, due to recent death of niece.

Clint Thornton was at fall field day and Carolyn invited Clint to come to meeting,

Clint is Mayor of Chapman also, and can't make it due to an incident at the Chapman School.

KFA Activity Reports

Secretaries Report – Sandy Chandler

Review/Approval of July Meeting Minutes

Page 1: Board Members: spelling of Rastok needs correction

Page 2: Old Business under National Walnut Council Meeting: 2nd line remove the word "received"
(not needed).

Next to bottom line: Bob Howell change to Dan Howell (name correction)

Last sentence: Change spelling of Perdue to Purdue

KFA Bylaws Update: Add Carolyn's name to committee on bylaws.

2nd paragraph last sentence remove words "No action was taken". Carolyn moved to accept minutes as revised, and Wayne 2nd. Passed

Treasurers Report – Sandy
Receipts/Payments
Signs and New Membership

Funds thru November 14, 2019

KFKA/Tree Farm/KS Walnut Council	\$23,064.96
Memorial Honors Giving	2,472.40
Nat Walnut Council Meeting 2019	1,161.56

There hasn't been a committee assigned to review and do a proposed budget. It was suggested that maybe the executive committee should be preparing the proposed budget for 2020. They will be meeting in January. Shane will put on the agenda to discuss and Sandy can call in.

Remaining National Walnut Council Meeting 2019 funds should be put in general fund for 2020. Carolyn moved to have the NWC funds moved to reserved funds KFA/Tree Farm/KS Walnut Council. 2nd by Charlie. Passed.

Shane provided page with information on signs,

Based on information we have had 12 people purchase Forestry signs for a total of \$315.87.

We have had 5 people sign up online for dues using Pay Pal.

We have 3 new members this year:

Greg Gathers 7-22-2019

Shannon Kidombo 6-4-2019

Andy Seibert 3-6-2019

We have 47 renewals

Membership: Sandy explained the need to send out renewal notices to members as individuals. Then another letter for donations. Shane will work with Tom on a Letter for donations.

Carolyn moved to pay Sandy \$248.86; 2nd by Charlie. Passed

Contract payment \$240.00

Photo copies 4.40

Postage 4.46

Old Business

Fall Forestry Field Day – Shane Neel

Good turnout considering the rain.

Charlie thanked the group for the \$5.00 donation from the registration fee for the Research Station to help with repairs and upkeep.

Spring 2020 KFS is looking to have the Agroforestry Field Day. It will include

Water Quality. The Agroforestry Field Day will be held at Ron Wells, Americus KS.

Fall Field day will be in the southeast, date to be determined.

KFA Bylaws – Carolyn Turney:

Executive Committee has not met as a group. Executive Committee is hoping to get something prepared by spring meeting. Mainly to work out the difficult situations on dues. She explained the change to reflect dues between Individual, Tree Farmers and KS Walnut Council. This is mainly the only change to the bylaws that needs to be changed. If anyone feels that there are other bylaw changes needed let Executive Committee know.

WQAN Update – Shane (Water Quality Advocate Network Grant)

We have \$69,754 for In-kind documentation.

Provided volunteer contribution.

28 advocates, has another 20 for next training. Hoping to have 2nd training this coming spring, possibly around April.

Bob Atchison:

KFS applied for another grant for Kickapoo Tribe and Trees for Water. KFA is providing in-kind. Nebraska/Kansas Windbreak grant isn't going to happen.

Other Items:

Floyd showed calendars that Tom has received for promotion of KFA, name is on the bottom. Possibly could use for 2021 but too late for 2020.

Handed out left over writing pads that are "water proof. Shane/Dave Bruton has "swags" with KFA logo left from the National Walnut Council Meeting. Made out of walnut and has about 28 left. Can be used to hold paper, or cloth, hats. Can either sell or use as "give aways".

New Business

Managing Carbon with Healthy Forests Workshop – Wayne White

Conference coming up in June 18-20 2020, at Wichita

Southern Great Plains Climate Hub, USDA & Kansas Forest Service.

Wayne is asking for KFA to be a sponsor. Will have name on brochure, could have a booth, Maybe share with another forestry association.

4 sponsorships levels available. Or can be an exhibitor.

Debra moved to sponsor level \$500.00 2nd by Ryan. Passed. Will use the Memorial Funds as this is an education/workshop.

Registration may run about \$100.00; 2 1/2 days. Registration fee has not been set yet.

American Tree Farm System National Leadership Conference – Carolyn

Shane submitted a request for registration. It is held in February 25-27 2020. Only included travel and hotel, but not airplane fair. He asked for \$800. And they only are providing \$600.00.

Registration is up to \$300.00+. It is in Baltimore Maryland. ATFS likes for all States to attend. Shane is the only one going. It will be a lot more than the \$600.00 ATFS is providing.

Carolyn moved to authorize Shane to go and any expense outside of the reimbursement they give him to be covered by KFA. Wayne White 2nd. Passed.

ROI Carbonator 500 Demonstration – Shane and Dave Bruton

November 20, 2019; they figured they had about 80 people at demonstration. Held at Haven KS. This is more designed for after a disaster related event to get rid of wood waste. Machine is almost 30 feet long. Burning at a high temperature, very little smoke. Dave explained how it worked, comments made and what help was needed.

Bruton: Christmas Tree Growers will be delivering the Governors Christmas Tree. Larry Biles is retiring in December and this will be his last attendance. Governor Kelly would like to provide a little reception with the delivery. If you would like to attend it is at 10:00 AM; Nov 26, Tuesday. Please meet at the Governor's House. Dave has stage coach, wagon and horses lined up. Larry & Governor Kelly will ride in the stage coach. Christmas Tree Growers is still hosting the event. Dave is inviting KFA members to attend and participate. Please be there by 9:45.

2020 Agroforestry Field Day - Shane

Roger Wells in Americus
Already Discussed. Date to be determined.

Membership and Elections - Shane

Inviting Nut Growers Association, K-State students
Shane has visited with the nut growers resource students about how can we support them. Is it somehow possible have a K-State student incorporated on the board, appointed to the board. Nut Growers isn't an association that meets all the time. Bill Reid updates his blog regularly, but some members want more support. Bill Reid is retiring.

Tom Hogard, Floyd Schmidt, Roy Turney and Luke Terry are up for renewal on the KFA board of directors. Luke can't always make meetings, but will participate thru workshops and emails, and would be willing to continue on the board. Private sector is good to have.

Charlie moved to have those that are up for renewal: Tom, Floyd, Roy and Luke for another 2 year term. Carolyn 2nd. Passed.

Winter Newsletter – Shane

Donations and Membership, State Forester Retirement, ROI Article
Provided a summary of newsletters mailed, emailed.
Asked for articles, items that need to be included.

Executive Committee “Retreat” – Floyd

Time, Topics, Purpose
Ask for input on anything that the board needs discussed at meeting.

Committee Reports:

Friday Jan 24, Feb 20, 2020 are scheduled for workday at seed orchard at the Wayne Geyer Research Farm, Tuttle Creek, Manhattan KS. Chili luncheon will be provided.
Next week is Kansas Association of Conservation Districts meeting.
Shane will look into inviting the Nut Growers at KFA next meeting February 13th, 2020.

Dave asked for those that might be coming to the Christmas Tree delivery. Bob, Ryan, Dustin, Dave Hebert.

Update on State Forester search: 6 applicants will be going thru the 2nd round of interviews. Wanting to have the State Forester in place by the end of year.

Other Items

Agency Reports

Next Meeting: February 13th next meeting.

Adjourn

Respectfully submitted
Sandy Chandler

Treasurer's Report

KANSAS FORESTRY ASSOCIATION
 PROPOSED BUDGET AND FINANCIAL REPORT CALENDAR YEAR 2019
 January 1, 2019 thru December 31, 2019

	Proposed Income	Actual Income	Remaing Balance
INCOME:			
General Income:			
Donations: General	3,000.00	2,820.00	180.00
Forest Found Engagement Funds	300.00		300.00
Forest Found Fundraising Direct online	110.00	125.00	-15.00
Forest Found Inspect Incentives	10.00	10.00	0.00
Forest Found Program Funding	1,000.00	1,000.00	0.00
KFA Membership signs		315.87	-315.87
KFA Membership dues	1,000.00	711.00	289.00
Miscell	150.00		150.00
Sponsor Forestry Awards	400.00	400.00	0.00
Sub-total General Income	5,970.00	5,381.87	588.13
Kansas Walnut Council:			
Field Day Registrations	0.00		0.00
National Walnut Council Membership	350.00	347.00	3.00
Sub-Total Walnut Council	350.00	347.00	3.00
PROPOSED TOTAL INCOME	\$6,320.00	\$5,728.87	\$591.13
EXPENSES:			
General: Admin Fees			
KS Corporation Filing	40.00	40.00	0.00
Membership incentives	200.00	624.32	-424.32
Member signs	500.00		500.00
Miscell	150.00		150.00
Name Tags	30.00		30.00
Pay Pal Processing Fee	200.00	15.13	184.87
Postage	200.00	91.10	108.90
Printing	50.00	9.80	40.20
Webpage	160.00	156.85	3.15
			0.00
Sub-total General Admin Fees	1,530.00	937.20	592.80
Finance Contractor Payment	1,000.00	1,200.00	
Tree Farm Signs	75.00		75.00

KANSAS FORESTRY ASSOCIATION
PROPOSED BUDGET AND FINANCIAL REPORT CALENDAR YEAR 2019

	Proposed Expense	Actual Expense	Balance
Field Days, Awards, Sponsorships			
Kansas Agroforestry Award	100.00	100.00	0.00
Forest Stewardship Tree Farmer Award	100.00	100.00	0.00
Sponsored supported Forestry Awards		400.00	-400.00
Kansas Walnut Council Sponsorships/Award	0.00		0.00
Kansas Walnut Council Field Day Expense	0.00		0.00
Kansas Walnut Council Workday Expense	150.00	36.25	113.75
Kansas Forest Service Fall Field Day (Use Memorial Honors Funds)	125.00	127.94	-2.94
Agroforestry Field Day Sponsor	0.00		0.00
Event Registrations and Travel	600.00	473.04	126.96
National Walnut Council Sponsorship	1,000.00		1,000.00
Sub-Total Field Days, Awards, Sponsorships	2,075.00	1,237.23	837.77

PROPOSED TOTAL EXPENSES	\$4,680.00	\$3,374.43	\$1,505.57
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RESERVE FUNDS (Uncommitted)	Begin 2019	Income/Exp	End Balance
KFA/Tree Farm Current	22,252.33	\$2,482.38	24,734.71
Memorial Honors Giving	2,599.34	\$127.94	2,471.40
Sub-Total of Un-Committed Reserve Funds	\$24,851.67	\$2,610.32	\$27,206.11
National Walnut Council Meeting 2019	425.00		425.00
Income		1,547.00	1,547.00
Expense		760.44	760.44
Remaining Amount	425.00		\$1,211.56

2019 KFA Accounting; Ending Balance	\$28,417.67
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2020 Proposed Budget

KANSAS FORESTRY ASSOCIATION
 PROPOSED BUDGET AND FINANCIAL REPORT CALENDAR YEAR 2020
 January 1, 2020 thru December 31, 2020

BUDGET COMMITTEE WORKSHEET	Proposed Income	Actual Income	Remaing Balance
INCOME:			
General Income:			
Donations: General	2,000.00		2,000.00
Forest Found Engagement Funds	300.00		300.00
Forest Found Fundraising Direct online	110.00		110.00
Forest Found Inspect Incentives	10.00		10.00
Forest Found Program Funding	1,000.00		1,000.00
KFA Membership signs	225.00		225.00
KFA Membership dues	1,000.00		1,000.00
Miscell	150.00		150.00
Sponsor Forestry Awards	400.00		400.00
Sub-total General Income	5,195.00	0.00	5,195.00
Kansas Walnut Council:			
Field Day Registrations	0.00		0.00
National Walnut Council Membership	350.00		350.00
Sub-Total Walnut Council	350.00	0.00	350.00
PROPOSED TOTAL INCOME	\$5,545.00	\$0.00	\$5,545.00
EXPENSES:			
General: Admin Fees			
KS Corporation Filing	40.00		40.00
Membership incentives	200.00		200.00
Member signs	500.00		500.00
Miscell	150.00		150.00
Name Tags	30.00		30.00
Pay Pal Processing Fee	200.00		200.00
Postage	200.00		200.00
Printing	50.00		50.00
Webpage	160.00		160.00
Sub-total General Admin Fees	1,530.00	0.00	1,530.00
Finance Contractor Payment	1,000.00		
Tree Farm Signs	75.00		75.00

KANSAS FORESTRY ASSOCIATION
 PROPOSED BUDGET AND FINANCIAL REPORT CALENDAR YEAR 2019

	Proposed Expense	Actual Expense	Balance
Field Days, Awards, Sponsorships			
Kansas Agroforestry Award	100.00		100.00
Forest Stewardship Tree Farmer Award	100.00		100.00
Sponsored supported Forestry Awards	400.00		400.00
Kansas Walnut Council Sponsorships/Award	0.00		0.00
Kansas Walnut Council Field Day Expense	0.00		0.00
Kansas Walnut Council Workday Expense	150.00		150.00
Kansas Forest Service Fall Field Day (Use Memorial Honors Funds)	125.00		125.00
Agroforestry Field Day Sponsor (Use Memorial Honors Funds)	125.00		125.00
Event Registrations and Travel	600.00		600.00
Managing Carbon through Healthy Forests (Use Memorial Honors Funds)	500.00		500.00
National Walnut Council 2019 meeting	300.00		
Sub-Total Field Days, Awards, Sponsorships	2,400.00	0.00	2,400.00

PROPOSED TOTAL EXPENSES	\$5,005.00	\$0.00	\$4,005.00
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RESERVE FUNDS (Uncommitted)	Begin 2019	Income/Exp	End Balance
KFA/Tree Farm Current	25,946.27		25,946.27
Memorial Honors Giving	2,471.40		2,471.40
Sub-Total of Uncommitted Reserve Funds	\$28,417.67	\$0.00	\$28,417.67

**KANSAS FORESTRY ASSOCIATION
BY-LAWS**

**ARTICLE I
NAMES:**

- A. The name shall be Kansas Forestry Association (hereafter called “Association”)
- B. Kansas Chapter Walnut Council (hereafter called “Chapter”)
The “Association” shall hold a charter as an affiliate of the Walnut Council (hereafter called “Council”) upon such terms, conditions and requirements as mutually agreed upon by the “Council” and “Association”
- C. Kansas Tree Farm Committee (hereafter called “Committee”)
The “Association” shall also hold a charter as an affiliate of the American Forest Foundation (hereafter called “Foundation”) upon such terms, conditions and requirements as mutually agreed upon by the “Foundation” and “Association”

**ARTICLE II
OBJECTIVES:**

- A. To improve Kansas forest and agro-forestry management through support of education, advocacy, research, and forest stewardship. To promote clean water, recreational opportunities, wildlife habitat, and Kansas forest industry and products.
- B. To promote the culture and use of black walnut (*Juglans*) species and other fine hardwoods, as well as assist in carrying out the objectives of the “Council”.
- C. To improve the management and utilization of hardwood and softwood species through sustainable forestry best management practices.
- D. The “Association” will be organized as a non-profit L. L. C. in the State of Kansas and in compliance with the I. R. S. Code section 501 (c) 3, with funds for the “Association” being obtained from dues, donations, grants and fundraising activities approved by the “Association’s” Board of Directors.

**ARTICLE III
MEMBERSHIP:**

- A. “Association” members must be:
 - 1. Affiliate Member
 - i. An owner of a Kansas certified tree farm through the American Tree Farm System and/or
 - ii. A member in good standing of the “Chapter”
 - 2. Full Member
 - i. A member in good standing of the “Association”
 - ii. An Affiliate member in good standing of the “Association”
 - 3. Lifetime Member
 - i. “Association” members who have donated at least \$1000 for one year during their membership
- B. Dues
 - 1. “Chapter” and “Council” annual membership dues shall be established by the “Chapter’s” and “Council’s” Board of Directors respectively. The total assessment of dues paid to the “Council” annually will include “Chapter” dues.

2. "Association" annual membership dues for other interested individuals or organizations shall be a membership fee annually, to be paid in January of each year.
3. Affiliates in good standing can upgrade to Full membership for an additional fee annually, to be paid in January of each year.
 - i. "Chapter" dues are provided to the "Association" treasurer," by the "Council".
 - ii. "Committee" contributes affiliate membership dues to the "Association" for each certified tree farm owner/operator of record.
4. The "Association" Board of Directors may set dues annually, but any increase in dues may not exceed 50% with only Board approval. Any increase in dues paid to the "Association" greater than 50% must be ratified by a 2/3 vote of "Association" members present and voting. "Association" annual membership dues received prior to October 1 each year shall be applied to "Association" membership for the current fiscal year. "Association" annual membership dues received after September 30 each year shall be applied to "Association membership for the succeeding fiscal year.
5. Individuals failing to pay dues for one (1) calendar year shall be removed from the "Association" rolls. These individuals will lose their rights to participate in "Association" board meetings, hold any "Association" office and voting privileges.
6. Delinquent individuals may be reinstated by payment of current dues, without penalty.

Article IV OFFICERS:

A. Officers

1. "Association" officers shall consist of a President, Vice-President, Kansas Forest Service Rural Forest Coordinator, KSU Extension Representative, Chairperson of the "Committee," President of the "Chapter" and two (2) or more at large officers. A minimum of eight (8) Officers/Directors.
2. "Association" officers shall function as the "Association" Board of Directors.
3. All Board of Directors members must be "Association" members, in good standing.
4. The Board of Directors shall direct and supervise the actions and activities of the "Association".
5. "Association" Board of Directors members will receive no salary, but may be reimbursed for Board authorized expenses.

B. Officers' Duties

1. President shall be responsible for guiding "Association" activities and presiding at "Association" board meetings.
2. Vice-president shall assist the President and serve as President in the President's absence. The Vice-president shall automatically succeed to "Association" President and a new Vice-president will be elected.
3. Secretary shall be appointed by the Board of Directors. He/she shall keep and distribute minutes of "Association" business meetings and have custody of "Association" records. He/she will not be required to be an "Association" member and will serve as a non-voting member of the "Association" Board.
4. Treasurer shall be appointed by the Board of Directors. He/she shall be responsible for the fiscal affairs of the "Association", including authorized disbursements, maintaining financial records and completing required financial reports. He/she will not be required to be an "Association" member and will serve as a non-voting member of the "Association" Board.
5. Kansas Forest Service representative shall be appointed by the Kansas State Forester and is a non-elected voting board member.
6. Kansas Forest Service Rural Forestry Coordinator is a non-elected, voting Board member.

7. “Chapter” President shall represent the Kansas Chapter Walnut Council on the “Association” Board of Directors.
8. “Committee” Chairperson shall represent the Kansas Tree Farm Committee on the “Association” Board of Directors.
9. Directors: Two (2) or more Directors may be elected and serve as at large Board members.
10. Officers shall perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the “Association”.

C. Terms of Service

1. “Association” Board Officers shall be elected from among the “Association” membership. “Association” Board officers shall be elected for a two (2) year term of office.
2. The “Association” Secretary and Treasurer will serve at the pleasure of the “Association” Board of Directors without term limits.

D. Nomination and Election of Board Officers

1. Thereafter elections shall be conducted to replace Directors as needed.
2. The procedure for electing Directors shall be:
 - a. Prior to October 1, the “Association” Board of Directors shall develop a slate of qualified candidates to fill upcoming vacancies on the “Association” Board of Directors.
 - b. Ballots shall be provided to the “Association” membership, by November 15th.
 - c. Completed ballots shall be returned to the secretary and counted by December 1 of that year. Determination of the new director(s) shall be made on or before December 15 for the succeeding year. Balloting ties will be resolved by coin toss between tied candidates.
 - d. New Directors shall begin their term of service effective January 1 of the succeeding year, following the election.
3. If a Board member, for any reason, is unable to complete his/her term, the Board shall either:
 - a. Appoint a member to serve the remainder of the vacated term, or
 - b. Call for a special election of a new Director by the “Association” membership.

ARTICLE V
MEETINGS:

- A. The “Association” Board of Directors will meet a minimum of three (3) times annually. All meetings shall be open to the general “Association” membership. If a Board Director misses 2 consecutive board meetings, the “Association” Executive Committee will review to determine if that position could be considered vacated.
- B. Additional agenda items may be added if received at least two (2) weeks prior to the scheduled Board meeting.
- C. A quorum shall consist of a simple majority of elected Officers/Board members.
- D. Review or Reconsideration of Board Action(s)
 1. Any “Association” Board action may be challenged by “Association” membership, upon receipt of a challenge petition signed by fifteen percent (15%) or more “association” members.
 2. Reconsideration of a Board action will require either:
 - a. Two-thirds majority of members present and voting at any “Association” meeting, provided the membership is given clear notice of the issue to be reconsidered at least fifteen (15) days in with a quorum present or;
 - b. Two-thirds majority of “Association” members voting.

ARTICLE VI
COMMITTEES:

- A. Ad hoc Committees may be formed by the “Association” Board of Directors as needed. (i. e. Audit/Trustee Committee, Nominating Committee, and etc.)
- B. Committees and their Chairpersons will be appointed by the “Association” Board of Directors. Chairpersons are responsible for submitting Committee reports as requested by the “Association” President or Board of Directors.
- C. “Association” Executive Committee shall be composed of the “Association” President and Vice-president, Kansas Forest Service Rural Forest Coordinator, “Chapter” chair, “Committee” chair, and “Association” Program Director.

ARTICLE VII
PARLIAMENTARY AUTHORITY:

- A. The “Association” shall use “Robert’s Rules of Order Simplified and Applied”, “Second Edition” as its parliamentary authority.

ARTICLE VIII
AMENDMENTS:

- A. These By-laws may be amended at any “Association” meeting by either:
 - 1. Two-thirds vote of the “Association” membership present and voting, provided such amendment(s) have been sent to all “Association” members of record at least fifteen (15) days in advance of the meeting; or
 - 2. Two-thirds majority of “Association” members voting by mail.

ARTICLE IX
ADDITION OR WITHDRAWAL OF ORGANIZATIONS REPRESENTED ON THE “ASSOCIATION”
BOARD OF DIRECTORS:

- A. Addition of an organization may occur as follows:
 - 1. Other Kansas forestry organizations desiring to join the “Association” Board of Directors may petition the “Association” Board of Directors for a seat on the “Association’s” Board.
 - a. Petition shall be in writing, including forestry interests, current membership roster and financial condition report of organization, at a minimum.
 - b. “Association” Board of Directors will evaluate the petition at a regular “Association” Board of Directors meeting and vote upon acceptance or rejection of petition.
 - c. A simple majority vote with a quorum present and voting is sufficient for acceptance or rejection of the petition.
 - 2. If accepted by the “Association” Board of Directors, the “Association By-laws will be amended to include the new organization and placed before the membership as outlined in Article VIII, A of these “Association By-laws.
- B. Withdrawal of an organization, from the “Association” Board of Directors may occur as follows:
 - 1. Withdrawal of any organization from participation in the “Association” will require the organization desiring to withdraw to submit a petition to the “Association” Board of Directors.

ARTICLE X
TERMINATION OF ASSOCIATION:

- A. Should the “Association” terminate existence for any reason:
 - 1. Assets of record, minus any termination expenses, shall surrender to the Kansas Forest Service, and
 - 2. Kansas Tree Farm Committee assets of record shall surrender to the “Foundation”, and
 - 3. Kansas Chapter Walnut Council assets of record shall surrender to the “Council”.

ARTICLE XI
LIMITATIONS:

- A. Neither the “Committee” nor the “Chapter” shall have authority to make commitments for, or on behalf of, the “Foundation” or the “Council” respectively.
- B. The “Association” Board of Directors or its officers shall in no case obligate the “Committee” or the “Chapter” financially beyond the available funds in the “Association’s”, “Committee’s” and/or “Chapter’s” treasuries.
- C. “Association” By-laws and Board of Directors decisions may not conflict with either “Council” or “Foundation” By-laws.

WQAN Training

Tools:

Required: Prism or cruiser's crutch, flexible measuring tape

Optional/recommended: Spencer tape, Biltmore Stick or diameter tape, Compass, Clinometer, Increment Borer, Camera, Plant ID books

Sample plot data: Optional

Record plot number

Record location

Record slope (%) and slope aspect (°)

Variable radius plot:

Use a prism or cruiser's crutch that captures 5 to 12 trees per plot.

Record the basal area factor you are using. Use the same BAF for all plots within a stand.

Record tree species and live or dead status.

Record diameter at breast height for all trees.

Record canopy position: Dominant (D), Codominant (C), Intermediate (I), Suppressed (S).

Record Understory (U) as appropriate for small but healthy shade-adapted trees, e.g. buckeye, pawpaw, ironwood, etc.

Checking borderline trees:

When uncertain as to whether a distant tree should be counted, multiply the DBH in inches by the appropriate plot radius factor to obtain its limiting distance in feet.

Each BAF has a different PRF:

BAF 5 = PRF 3.89

BAF 10 = PRF 2.75

BAF 20 = PRF 1.94

Regeneration data:

Within a carefully measured radius of plot center, tally all trees < 2" DBH.

A 5.3' radius is recommended (provides a 1/500 acre plot).

The regeneration plot count should be ≥ 2 and $\geq 20\%$ of the cruise plot count

Ground cover data: Optional

Estimate ground cover:

% bare ground/rock,

% grass/forbs,

% bush/shrubs <3' tall

Site index: Optional

Measure dominant or codominant trees with straight boles and no forks below 16'.

Record the species, DBH, height, age, and the width of the most recent 5 years' growth.

The site index tree count should be ≥ 2 and $\geq 20\%$ of the cruise plot count

Stocking: Optional

If a stocking chart is referenced, record which one.

FYI, stocking charts may not be relevant for the management of multi-aged stands.

Notes:

[Back to Agenda](#)

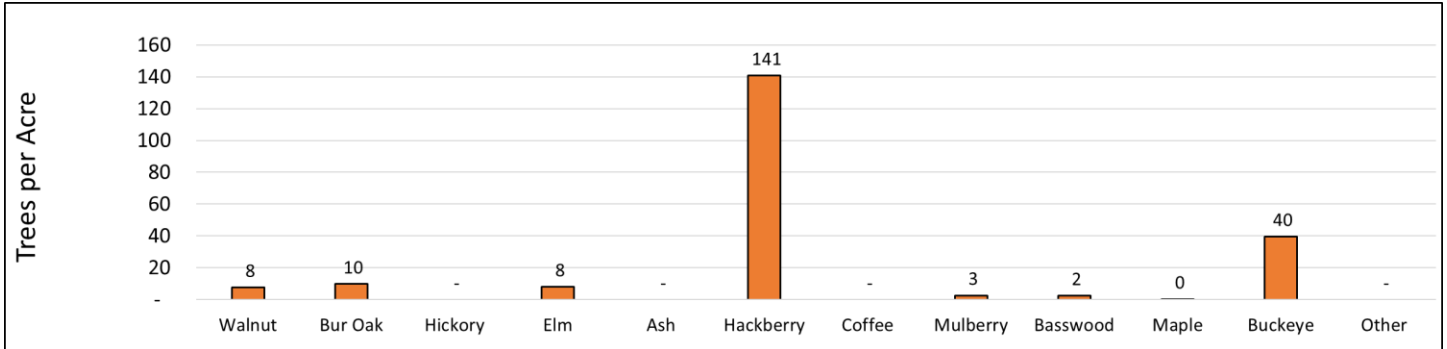
Between plots, describe and record the location of stand variations (e.g. composition change, damage, invasive species)

Photos:

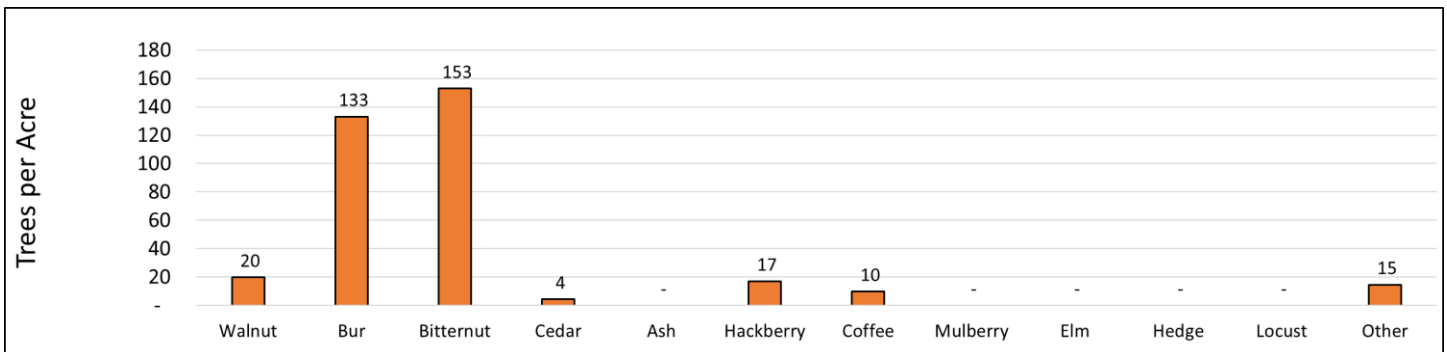
Optional:

Take 5 pictures – N, S, E, & W from plot center, then of the completed plot notes.

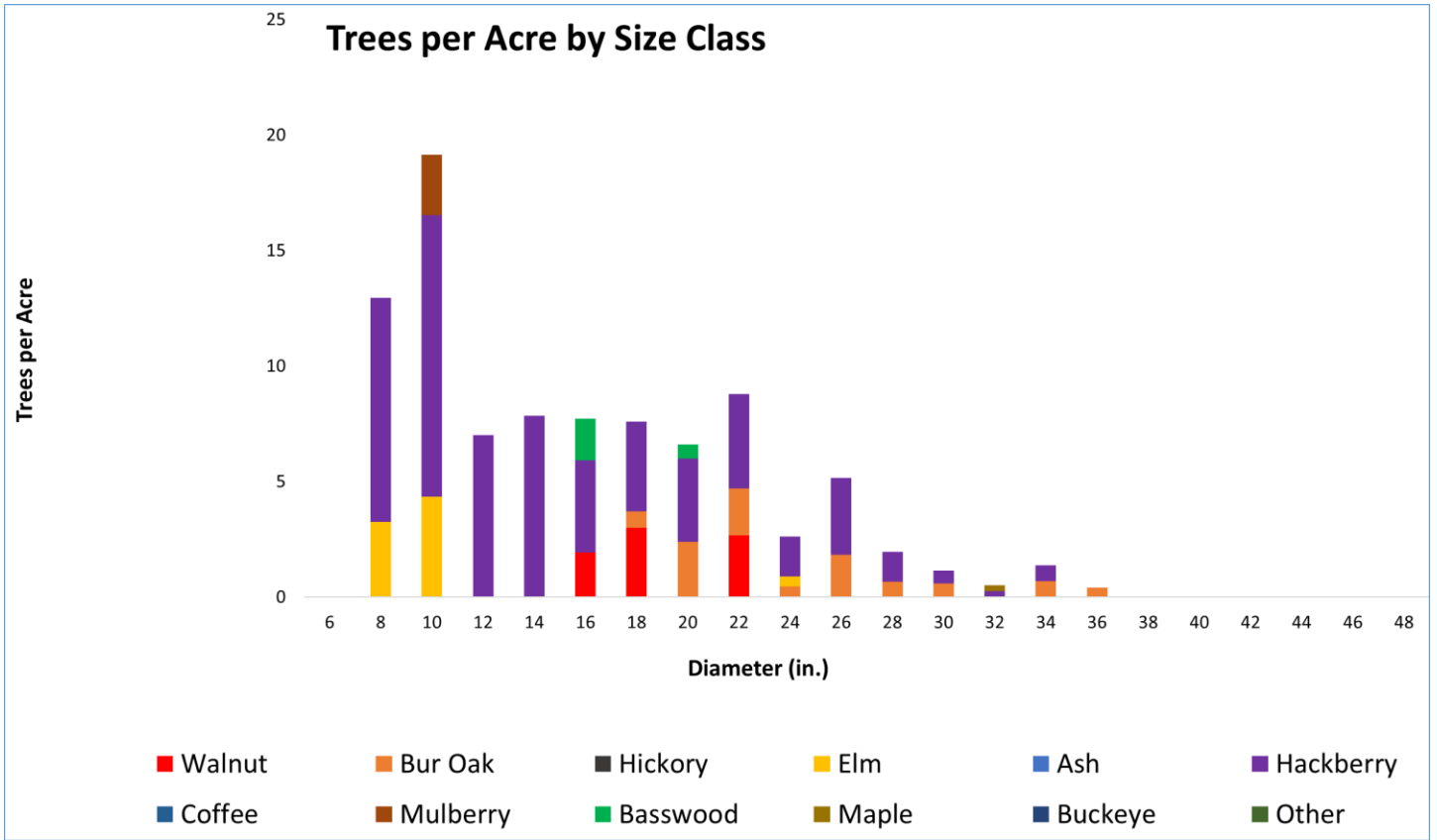
Site 1



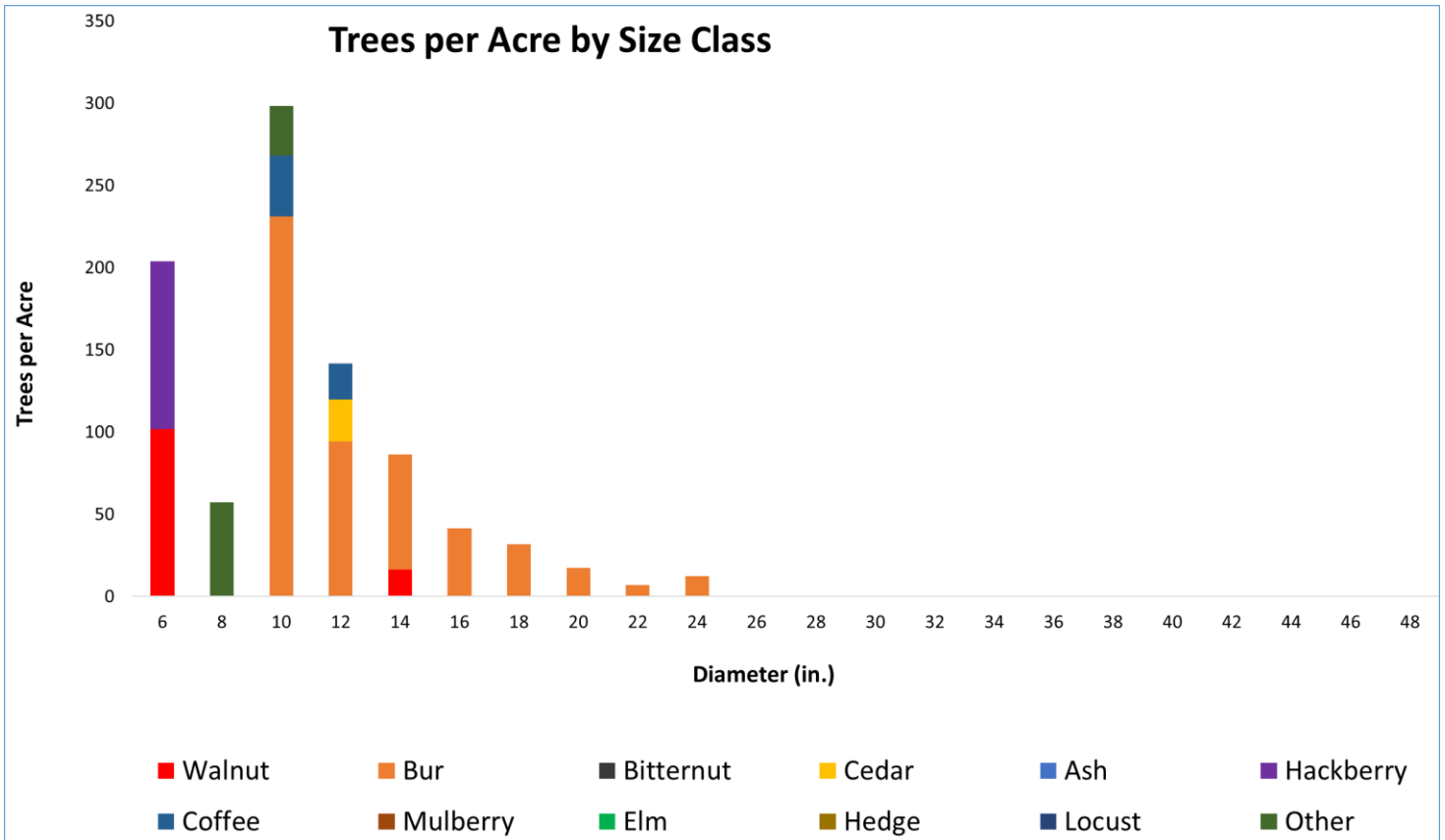
Site 2



Site 1



Site 2



Agroforestry

Time	Rotational Schedule - Agroforestry Field Day 2020			
8:30 to 9:00	Registration			
9:00 to 9:15	Welcome and Introduction			
9:15 to 9:30	Divide participants into groups A, B, and C. Travel to field sites.			
Morning Sessions	Range Management - Alternative Watering & Rotational Grazing	Removing & Planting Trees	Wildlife Habitat and Food Plots	
	Alex Miller and Jeff Davidson	Howard Freeksen and Ryan Neisis	Alex Lyon and KDWPT	
	9:30 to 10:00	Group A	Group C	Group B
	10:15 to 10:45	Group B	Group A	Group C
11:00 to 11:30	Group C	Group B	Group A	
11:30 to 11:45	Travel to Wells Barn			
11:45 to 12:45	Lunch at Wells Barn			
12:45 to 1:00	Travel to field sites			
Afternoon Sessions		Timber Stand Improvement and Forest Management Plans	Streambank Stabilization and Riparian Forest Buffers	
		Howard Freeksen and Ryan Neises	Jarran Tindle and Andy Klein	
	1:00 to 1:30	Group A	Group B	Group C
	1:45 to 2:15	Group B	Group C	Group A
2:30 to 3:00	Group C	Group A	Group B	
3:00	Dismissal			

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2:00 to 2:45	Group B		Group A
2:45	Dismissal		