

**Short-Rotation Woody Crops Operation Working Group
Business Meeting
11 October 2000
Syracuse, New York**

Vic Ford, current Steering Committee President brought the meeting to order. About 20 people attended. Notes were taken and edited by Lynn Wright of Oak Ridge National Laboratory.

Old Business:

Lynn Wright, brought up some questions related to the newsletter and membership that Oak Ridge National Laboratory felt needed to be addressed. ORNL wanted this guidance to determine how to best use it's staff and time to support the newsletter and the group.

Questions about the Newsletter

Should the SRWCOWG continue to publish a newsletter?

Discussion: Lynn noted that contributions to the newsletter in 2000 were limited so ORNL was wondering if the members felt it was valuable to continue it. The consensus was that the newsletter should continue to be produced. A desire was expressed to have it produced on a regular basis, but regular or not, it was felt to be important as a channel for communication. Bryce reminded the group that it had placed a number one priority on continuing the newsletter at the last meeting 2 years ago.

Would it be reasonable to basically move almost totally to electronic distribution of the newsletter?

Discussion: All but one person attending the meeting agreed that they would be able to access it electronically and thought it would be a useful way to reduce costs. There was a suggestion that we use a list serve as a means of communication among the group and potentially for sharing the newsletter. The method of distribution will be left up to ORNL.

How can we improve the information content of the newsletter?

Discussion: Bryce Stokes and Bruce Hartsough mentioned that there are supposed to be committees working on specific topics. It was suggested that we remind folks as to who agreed to be on which committees and that we request that each committee contribute at least one article per year. Lynn agreed that she or Bob Perlack of ORNL would contact those committee chairs and prod them to generate articles for the newsletter.

Dues Collection Question: Since people are only paying dues every other year – essentially when they come to a meeting, should that be made a standard procedure of the group and should the dues amount be changed.

Discussion: Most of the discussion was on the dues level. The only cost to the organization

is that of paying for costs associated with the newsletter and possibly costs associated with organizing the meeting. Formally dues money also helped to cover costs associated with the proceedings – however industry has been willing to cover those costs. Group has \$2,200 in kitty right now, and dues income associated with this years meeting will be added. *Fred Hamon, formally moved that the group keep the dues the same and that members pay every other year – essentially as part of the meeting costs; motion was seconded by Larry. Motion was passed.*

Further discussion on dues and membership: It was noted that we still need a way to solicit and process dues for interested people that do not come to the meeting. A suggestion was made to send a dues reminder by e-mail to the complete list of all people who have ever attended one of the meetings (if such a list is maintained). A reminder could also be put in the newsletter. It was noted that we need to send membership confirmation cards to all those who paid dues at this years meeting.

New Business

Bryce Stokes brought up issues related to steering committee replacements, where next meeting will be held, who will be chair person for steering committee, who will organize the next meeting

Steering committee chairs or meeting hosts. Bryce had identified 3 possible meeting hosts and/or steering committee chairs. Options were provided as follows by Bryce:

Mark Coleman – would host meeting in Aiken – didn't remember part agreeing to chair.

Indicated it would be nice to have help. If both hosting and chairing must have help.

Steve Pottle – would host meeting at Boise – didn't remember agreeing to chair. It would be in Pasco – group was there only 2 years ago. Only new innovative thing is Potlatch's transition from pulp & paper to timber production.

Don Reimensneider – would host or chair or do both. He was not there to agree or disagree, however Dean Smidt of the Wes Min RC&D of Minnesota agreed that it would be possible for someone in Minnesota to host a meeting. Group discussed what was in Minnesota. They include DOE trials, fertilizer trials, Champion (now IP) plantations, Forest Service clone-site trials, Minnesota Hybrid Poplar Cooperative trials, and the possible start-up of a hybrid poplar supported Whole-Tree Energy project.

Discussion: Group liked idea of going to Minnesota next meeting, then south, then back to West Cost. *In his absence, Don Reimensneider was nominated and voted in as the next meeting organizer.* Vic Ford suggested that the host for the next meeting also serve as the chair for the next 2 years. However discussion led to the idea that the roles should be split. Discussion will need to be held with Don to determine if he really is prepared to host the next meeting and what type of assistance he would need.

Nomination of next Steering Committee Chair. *Vic Ford was nominated to continue as chair. He was elected by acclamation.*

Discussion: The only discussion was regarding the length of the term. Bryce was explaining that the Chair normally serves for 1 year past the current meeting and that the new person comes in during the next meeting year. However, my interpretation of the discussion was that the group assumed that Vic will serve for the next 2 years or until the next meeting. This needs clarification.

Issue 3- Replacements and additions to Steering Committee

Bryce Stokes attempted to update the group on what the current by-laws says about composition of steering committee members, terms of steering committee members, and whose term was ending. For example:

The steering is composed of sustaining members who contribute at least \$5000 worth of in-kind effort or cash to sustain functions of the group. Sustaining member organizations get 1 vote each and can remain as members as long as they continue in this role.

Other members are selected to represent various operational areas or categories of participants in the meetings (e.g., 2 federal, 2 university, 2 producers, 1 manufacturers, 1 other supplier type etc.). Each of these “representative” type members, with voting rights, is expected to rotate every two years.

Additionally there non-voting steering committee members, mostly from “supplier” companies who contribute funds each year to assist with meetings, publications, etc.

The business at hand is that some additions and replacements are needed.

Discussion: The first discussion was about steering committee dues. It was quickly realized that the organization could not function if sustaining member dues were made available only bi-annually. *The group decided by consensus that sustaining members must continue to support the organization annually.*

There was some question about the participation of EPRI, one of the original sustaining members. It was noted that they contributed in the first year or two that the organization was formed but have been unable to contribute recently. Suggestion was made that we ask EPRI to handle paying for the proceedings for this meeting – but the local hosts indicated that the proceedings costs were already covered. *Decision of group was to ask for \$5,000 from EPRI in order for them to continue to be recognized as a sustaining member.* Otherwise they may participate in some other membership category.

Discussion on fiber industry representation on the committee: Bryce noted that we now have 3 because we were looking for regional representation and wondered if that was okay or needed to be changed. *There was no opposition or recommendations for change, thus secretary concluded that 3 representatives were okay with the group in attendance.*

Discussion on supplier industry members - we restricted it originally because of concern that all irrigation companies would want to be on the board. It was noted that most

of the supplier industry companies have been very helpful in paying for essential functions of the group. A motion was made that all sustaining member can also be voting members. Motion was seconded. Further discussion: Not more than 1 person from each company can vote. *General consensus seemed to be that there was no need to limit participation of companies willing to help support the organization. No opposition. Motion carried that all sustaining members can also be voting members.* (secretarial note – no mention was made of formally changing the by-laws but this probably should be done. It will be addressed by the steering committee.)

Follow-up motion to above was that we do away with any limits on sectors but try to get regional and sector balances. This was seconded. Discussion: Some concern expressed about total numbers on committee. *Group decision by consensus was not to change the limit for now but if appears to be a problem the group will need to address it at the next general meeting.*

Don Reimensneider was nominated to replace Bryce Stokes from the Forest Service. It was noted, he was a logical choice since he would need to attend meetings in any case if he becomes chair of next meeting.

Lynn Wright suggested that it would be a good idea if all Steering Committee members were required to contribute at least 1 article to the Newsletter each year. (Actually this suggestion was made after the meeting to just a few people)

Issue 4: plans for next steering committee meeting

Vic Ford, chair, will take responsibility for getting a Steering Committee meeting together next year. The general membership will be invited, if interested. It was noted linkage of the steering committee meeting to the Poplar Council meeting worked out well last year. It was suggested that the group be polled to see if they want to meet (secretary note - not clear if this was whole membership or just steering committee). Vic will need an updated list of who are the members so that he can get his e-mail list together.

Motion to adjourn. Seconded. Carried.