



MTF Board of Directors Minutes

February 28, 2022

In Person/Zoom Meeting
Holiday Inn Express & Suites
Okemos, MI
Meeting Minutes

- I. **Meeting Call to Order** at 9:05AM by Curt Boak
- II. **Roll Call:** Taken by Britney VanderKodde
 - a. Present: Curt Boak, Dan Mausolf, Brad Lazroff, Dan Lucas, Paul Kuhna, Scott Rettmann, Jeff Holmes, Christian Koval (virtual), Matt Gaver (virtual)
 - b. Absent: Adam Palmatier, Craig Moore
- III. **Consent of Agenda:**
 - a. Motion made by Dan Mausolf to accept agenda.
 - b. Motion seconded by Scott Rettmann and carried.
- IV. **Approval of Past Board Meeting Minutes:**
 - a. December 1, 2021 BOD Meeting Minutes
 - b. Motion made by Scott Rettmann to approve minutes.
 - c. Motion seconded by Dan Mausolf and carried.
- V. **History Guideline Book Review:** (Carey Mitchelson/Curt Boak)
 - a. Procedural Guidelines presented and provided to each board member.
 - b. PDF files will be updated and archived each year.
 - c. Each committee chair provided a Committee binder to document meeting and financial records each year.
 - d. Historical documents regarding initial organization of Michigan Turfgrass Foundation (1956) and Hancock Turfgrass Research Center were presented.
 - e. MSU Administration Flow in regards to MSU Turf Team/MTF presented.
 - f. Mission Statement (1983) presented.
 - g. 2022 MSU Turf Team Appointments and Graduate Students presented.
 - h. David Smitley retirement-
 - i. Amy Upton (MNLA) will coordinate with MTF regarding shared costs within Department of Entomology to fund start up package.
- VI. **MTF Financial Outline:** (Carey Mitchelson)
 - a. Welcomed new board members, Christian Koval and Adam Palmatier.
 - b. Income Source/Distribution Flow chart and previous changes presented.
 - c. MTF Financial changes post 2016 presented.
 - d. 2006 China Turf Program- Closed in 2016 with \$1M funds
 - i. \$1M transferred to MSU and dispersed.
 - ii. \$500,000- Turf Team/Graduate Students
 - iii. \$500,000- CANR/Graduate Students
 - e. MTF Professors (Rieke) Endowment for Graduate Students (2018) funding and transfer to MSU presented.
 - f. Dr. Joe Vargas Endowed Chair in Pathology- fund allocation presented.

- i. Founder's Society Committee meeting minutes presented total support of \$275,000.
- ii. Funding of \$700,000 supported by LaFontaine Endowment.
- iii. Pledge amount of \$975,000 is being held at Merrill Lynch until pledge is due. \$500,000 will be given to MSU within the week. The second donation of \$500,000 is due in 2023. MTF Board will need to discuss where the remaining \$25,000 of 1M pledge will be allocated when we get closer to 2023.
- g. **ACTION ITEM:** Invite Amy Upton to next board meeting to further explain graduate student funding. Inquire status of China Turf Program funds.

VII. Treasurer's Report: (Brad Lazroff)

- a. MTF Account Values as of Feb. 14, 2021, presented.
 - i. Founders account, LaFontaine account, cash/checking account do not represent exact funds due to Joe Vargas Endowed Chair Pledge.
 - ii. Rieke values provided quarterly by MSU.
- b. 2021-2022 Fiscal Year Budget Review/Approve
 - i. October 1, 2021- September 30, 2022
 - ii. Income and Expenses presented.
 - iii. Total Actual Income: \$365,130
 - iv. Total Actual Expenses: \$365,130
- c. Motion to approve 2021-2022 Fiscal Year Budget
 - i. Motion made by Dan Lucas to approve 2021-2022 Fiscal Budget.
 - ii. Motion seconded by Dan Mausolf and carried.
- d. Fundraising Events Net Income (2019-2022) presented.
- e. Plan needed for auditing review. Ideal 5-year plan presented for consideration
 - i. Audit, review, and compilation costs presented.
 - ii. Full audit completed in 2021.
 - iii. Beginning in 2021 fiscal year, complete Audit, Compilation, Review every three years.
- f. Approval of Treasure Report
 - i. Motion made by Scott Rettmann to approve Treasure's Report.
 - ii. Motion seconded by Dan Mausolf and carried.

VIII. Executive Reports:

- a. **President's Report:** (Curt Boak)
 - i. Williams Presidential Donor Society- MTF is now a member due to MTF's Vargas donation. Letter presented to board members.
 - ii. Procedural Guidelines-
 - 1. Brief descriptions of sections announced.
 - 2. Additional information will be added and archived for future board members.
 - 3. **ACTION ITEM:** Upload updated version of By-Laws to Dropbox.
 - 4. Organization of committees updated to reflect By-Laws: Standing Committees and Ad-Hoc Committees.
 - 5. Select committees contain no information. 2022 committee chairs can add present information to their committee book.
 - iii. End of July in-person meeting for committees, date TBD. Monthly e-mail reminder/scheduled zoom meetings were recommended for coming months.
- b. **Executive Director's Report:** (Carey Mitchelson)
 - i. Vargas Endowed Chair Position- next meeting March 8th.
 - 1. Additional \$4M required.
 - 2. **ACTION ITEM:** Contact large donors- USGA, PGA Tour, GCSAA, LPGA, chemical companies, distributors etc.

3. **CTION ITEM:** Include a system for smaller donations. Inform MTF Members that we are currently accepting donations. Send email with testimonials to promote and encourage donations.
 4. Establish Joe Vargas tangible item (pin/plaque) for donors. Contact MSU/Brian Horgan for funding.
- ii. GAM
 1. Apprenticeship Program introduced. US Department of Labor will fund courses the finances to support an apprentice.
 2. GAM meeting TBD to discuss selection process of Superintendent of Merit.
- IX. Turf Team Update:** (Kevin Frank)
- a. COVID-19 restrictions still in place at Hancock Center.
- X. Standing Committee Reports:**
- a. Nominating Committee: (Dan Lucas)
 - i. Structure presented that committee of three members to be elected by the Board of Directors at each Annual/Organizational Meeting.
 - ii. 2023 Northern District board candidate will be needed.
 - b. By-Laws Committee: (Dan Mausolf)
 - i. Structure presented.
 - ii. Suggested Honorary Service Membership.
 - c. Awards Committee: (Dan Lucas)
 - i. Structure and Mission presented.
 - ii. Committee shall maintain a file of potential Meritorious Service Award candidates.
 - iii. New \$2,500 scholarship addition for 2023 from Peter Bigford, Shanty Creek CEO. Details open for discussion.
 - d. Long Range Planning: (Dan Mausolf)
 - i. Structure and mission presented.
 - e. Founders Society Committee: (Brad Lazroff)
 - i. Election of three Founder’s Members needed; individuals with 1 term, 2 terms, 3 terms.
 - ii. **ACTION ITEM:** Extend invitation to previous committee, Doug Johanningsmeier, Andy Dalton, Aaron Golowesky.
 - iii. **ACTION ITEM:** Founder’s List of names need to be updated and members confirmed. Board members to review and inform Brad Lazroff of any updates.
 - iv. Received request from Jesse Sholl/HTRC. Currently using demo equipment which haven’t been available. Request made to fund a used Triplex Mower. Current estimate of \$16,000. Specifications from Jesse Sholl are TBD.
 - v. Hold vote once finances are reviewed and specifications are determined.
 - vi. Provide MSU Turf Team an annual basis to enable prioritization of their requests once principle amount is established.
 - f. Endowment Fund Committee: (Curt Boak)
 - i. Structure and mission presented.
- XI. Ad Hoc Committee Reports:**
- a. Communication Committee: (Curt Boak)
 - i. Year in review with social media (Chris Hallead)
 1. Facebook and Twitter followers presented. Follower increase of +21% and +12%, respectively. (April 2021-February 2022)
 2. Issue.com(Online Magazines) click data presented.
 3. “Around the Industry” online exposure presented.
 4. Email subscribers +11%
 5. Website (April 21-Feb 22) views and top pages presented.

- ii. Facebook Group Idea (Chris Hallead)
 - 1. Facebook followers +21%. 70% of MTF social media website views come from Facebook. Potentially increase this number with a Facebook Group.
 - 2. Could provide growth by increasing discussion within the turf industry.
- iii. News Notes
 - 1. New edition- Spring/Summer 2022. Release to be end of May with TT4T donor appreciation and LaFontaine golf outing notice.
 - 2. Encouraged open discussion regarding advertisements within News Notes. Plan to pursue advertisements.
- b. Conference Committee: (Curt Boak)
 - i. Soaring Eagle Bill Review
 - 1. Final revised bill received last week of around \$37,000.
 - 2. AV company bill of \$6,300.
 - 3. Increased cost of around \$6,300 in relation to Kellogg Center.
 - 4. 2022: Total expenses: \$54,769, Income \$86,416. Net income of \$28,197.
 - 5. 2020: Total expenses: \$51,589, Income of \$108,000, Net income of \$56,261
 - 6. Attendance of 295 at 2022 conference.
 - ii. Survey Results
 - 1. Received positive results of around 60 individuals- pleased with location, revenue, speakers, food.
 - 2. Received 10-15 vendor survey responses- pleased with attendance.
 - iii. 2023 Conference Location
 - 1. Potentially at Soaring Eagle the second week of January.
 - 2. **ACTION ITEM:** Location/Date to be decided this coming week.
- c. Field Day Committee: (Dan Mausolf)
 - i. August 10th, 2021
 - ii. Cost estimates up 18%.
 - iii. Tent layout in discussion. Idea of vendor table dismissed due to a survey relaying a lack of interest.
 - iv. Rates: Non-Members: \$60/AM, \$50/PM. Members: \$50/AM, \$40/PM
 - v. **ACTION ITEM:** MDARD Table- check availability and confirm table.
- d. GAM Relationships/Liaison Committee: (Eric Davey)
 - i. Upcoming Green Section Meeting date TBD to discuss Superintendent Year Award.
- e. Graduate Student Assistantship Committee: (Carey Mitchelson)
 - i. Grad Student Fund coordinated by Turf Team, MSU and MTF to fulfill candidates.
- f. Lafontaine Golf for Grads Committee: (Dan Mausolf)
 - i. June 22nd, 2022 at Coyote Preserve.
- g. Membership: (Dan Mausolf)
 - i. Honorary Service Member- By-Law Addition
 - 1. Dan Mausolf defined said member, "Honorary Service Member- any individual who has contributed in an outstanding manner to this Foundation may be recognized by the Board of Directors as a Honorary Service Member. Honorary service members must be renewed annually. Honorary service members are not required to pay membership fees in any membership categories of the Foundation and shall have such privileges of the Foundation as the Board of Directors may specify from time to time using standing rules to include those of voting and holding office."

2. Dan Mausolf made a motion to add Honorary Service Members to the Foundation membership categories within the By-Laws.
 3. Motion made by to Dan Lucas to approve the addition of Honorary Service Membership.
 4. Motion seconded by Scott Rettmann.
 5. Curt Boak acknowledged discussion and called vote.
 6. All in favor: All
 7. All opposed: None
 8. **ACTION ITEM:** send by-law amendment to current members regarding Honorary Service Membership level via Election Buddy.
- ii. Lapsed members from 2016 within Wild Apricot database will be archived if no response is received, with intentions of creating a more accurate membership database.
- h. Michigan Turfgrass Student Relations Committee: (Eric Davey)
 - i. Eric Davey has contacted the Turf Team president regarding a donation for Nationals. They finished 6th in the Turf World.
 - ii. Turf team currently organizing a store to sell MSU turf apparel. Waiting on MSU approval.
 - iii. Will coordinate a meeting with MTF board of directors and turf team students in the fall.
 - i. Tee Times 4 Turf Committee: (Scott Rettmann)
 - i. 87 courses confirmed.
 - ii. Online Auction: April 24th-May 8th
 - iii. Adam Ikamas agreed to have MIGCSA board partner in gathering course donations.
 - iv. TT4T working document to be emailed to board members.
 - j. Turfgrass Research and Educational Committee: (Craig Moore)
 - i. Deferred/Absent

XII. Old Business

- a. No old business.

XIII. New Business

- a. Dan Mausolf recommended documenting a list of members who actively donate to MTF events with the intention of contacting them annually, rather than multiple requests.
- b. MSU Athletics Tickets
 - i. Football and basketball season tickets (4 ea.) will be up for renewal.
 - ii. Point break down and process presented.
 - iii. Football and Basketball ticket prices presented.
 - iv. May 1st- final allocation of points. Decision to be made by June, 1st.

XIV. Adjourn

- a. Motion made to adjourn meeting by Dan Mausolf.
- b. Motion seconded by Scott Rettmann.
- c. Meeting adjourned at 2:35PM.

Respectfully submitted,

Britney VanderKodde
MTF Executive Secretary