



MINUTES

Association for Conservation Information Board Meeting

Virtual Conference Call – June 11, 2025 – 11 a.m.-12 p.m. CDT

ITEM NO. 1: Meeting Called to Order

ITEM NO. 2: Roll Call

- ✓ Blake Podhajsky (OK, President)
- ✓ Aaron Meier (NV, Vice President)
- ✓ Joanne Martonik (RBFF, Secretary)
- ✓ Judy Stokes Weber (VT, Treasurer)
- ✓ Linda DiPiano (NJ, Board-24)
- ✓ Dan Dennison (HI, Board- 25)
- ✓ Brent Drinkut (IN, Board- 26)
- ✓ Bobby Jones (NV, Board- 26)
- ✓ Faith Heaton Jolley (UT, Board)
- ✓ Cory Chandler (TX, Board-27)
- ✓ Jane Gustafson (NE, Board- 27)
- ✓ Jenifer Wisniewski (National Deer Association, Grants Committee Chair)

Unable to Attend:

- ✓ Lance Cherry (CAHSS, Immediate Past President)
- ✓ Beth Quillian (OR, Board-26)
- ✓ Jonathan Carlucci (NJ, Board- 27)
- ✓ Jason Harmon (TN, Fundraising/Auction Committee Chair)
- ✓ Micah Holmes (OK, Ways and Means Committee Chair)
- ✓ Chris Martin (WY, Awards Committee Co-chair)
- ✓ Patty Allen (AFWA, Communications Committee Chair)

ITEM NO. 3: Approval of Minutes

- May 2025 Board Meeting minutes attached
- **MOTION:** Judy Stokes Weber moved to approve the June 2025 ACI Board Meeting minutes as presented. Jane Gustafson seconded. Motion passed unanimously.

ITEM NO. 4: Opening Remarks. Presented by Blake Podhajsky, President

- Blake Podhajsky thanked everyone for being at the meeting. There is always a virtual meeting in June before the July conference.

ITEM NO. 5: Treasurer's Report. Presented by Judy Stokes Weber, Treasurer

- Treasurer's Report attached
- 2026 Draft Budget attached
- Judy Stokes Weber and Dan Dennison have been meeting to work on transitioning the Treasurer role
- Judy Stokes Weber is waiting on the awards force platform invoice that normally comes in June
- She is expecting one more invoice for the website design work
- About 17K in the conference account

- The payment ‘WY 2026 awards payment’ on 5/16 was an early payment (prior to FY26) for what they owe for the awards this year
- Beth Quillian has sent Judy Stokes Weber info on how much each member owes for the awards. Dan Dennison will be processing
- There is about 13K in the Whova account that can be transferred to the conference account
- 6K is on the FY26 Budget draft for conference travel reimbursements. Dan Dennison has been partially reimbursed for travel this year
- The new website will probably not be done by the end of June. The new company is awaiting final approval of the homepage before moving forward with other pages that would take 2-3 weeks
- The company quoted \$40 a page for them to build out all of the other pages. The original contract was only for them to do a handful of pages
- Blake Podhajsky will follow up with the new company on next steps
- Judy Stokes Weber will look into paying for one more month for the current website hosting
- **MOTION:** Cory Chandler moved to approve additional payment, up to \$1,600, to the new website design company to complete the necessary pages. Jane Gustafson seconded. Motion passed unanimously
- \$1,600 will need to be added to the draft FY26 budget
- Dan Denisson is working on registering two checking accounts
- He and Judy Stokes Weber are looking to increase a surity bond from 30K to 50K. He found a product for 50K for about the same amount of monthly payment as we are currently paying
- They will also work to get Dan Dennison’s Hawaii address updated for invoices

ITEM NO. 6: 2025 ACI Conference Update. Presented by Linda DiPiano, 2025 Conference Coordinator

- Linda DiPiano has been meeting with the hotel about event registration, exhibitors, food/beverage, etc.
- ACI is exempt from sales tax but not the hotel luxury tax
- NJ Fish and Wildlife is covering AV costs
- A registration reminder needs to be sent out. There are only 38 registrations so far and the room block cut off is 6/25
- Rooms for the scholarship awardees will go on the master bill
- Currently 9 sponsors bringing in 21K. She is sending out reminder letters in the mail.
- Some of the agenda and off-site activities are being adjusted to accommodate recent changes
- With the food and beverage costs, the budget cannot cover the expenses of a Wednesday outing
- One auction item in hand. Blake Podhajsky is working on an auction item for an Oklahoma City getaway

ITEM NO. 7: Communications Report. Presented by Blake Podhajsky, President on behalf of Patty Allen, Communications Chair

- Blake Podhajsky will ask Patty Allen to send out an email this week to remind people to register for the conference and of the room block deadline and he will do a Facebook post
- The next Balance Wheel should go out next week. Send him or Patty Allen any info you want included
- Tim Akimoff has plans to do two more podcasts before the conference and will do a few on site

ITEM NO. 8: Awards Committee Report. Presented by Blake Podhajsky, President, on behalf of Beth Quillian and Chris Martin, Awards Committee Co-Chairs

- Neither Beth Quillian nor Chris Martin could make the meeting
- Plaques have been ordered. The cost of plaques increased this year.
- Beth Quillian is sending Blake Podhajsky a list of winning states so he can reach out to make sure they have someone in attendance

ITEM NO. 9: Auction and Fundraising Report. Presented by Jason Harmon, Auction and Fundraising Committee Chair

- Jason Harmon was not on the call. Blake Podhajsky asked board members to think of ideas and reach out to contacts to get items

ITEM NO. 10: Scholarships Committee Report. Presented by Joanne Martonik, Scholarships Committee Chair

- 10 scholarships have been awarded
- Joanne Martonik has received hotel room needs for 8 of the 10 and will be sending a reminder. She will send Linda the information when it is complete
- Blake Podhajsky will manage the scholarship meeting on site.
- Joanne Martonik has sent him the various materials she has put together for him to use as needed

ITEM NO. 11: Nominating Committee. Presented by Blake Podhajsky, President

- There are board members and executive committee slots that need filling-
 - President, Vice President, Secretary and Treasurer
 - Three board vacancies
- He will be reaching out to people to be on a nominating committee to help find people to fill all of the vacancies. Let him know if you want to be on the committee or have suggestions of who can fill the roles

ITEM NO. 12: Grants Committee Report. Presented by Jenifer Wisniewski, Grants Committee Chair

- There's a chance the 2026 Multi-State Conservation Grants will not be available.
- If they do become available, Jenifer Wisniewski will work to apply for ACI

ITEM NO. 13: New Business. Presented by Blake Podhajsky, President

- No new business was discussed

ITEM NO. 14: Adjournment

- **MOTION:** Dan Dennison moved to adjourn the meeting. Jane Gustafson seconded. Motion passed unanimously.



Submitted by Joanne Martonik, Secretary



Treasurer's Report

May 31, 2025

Dear Colleagues,

This is the June 2025 Treasurer's Report with check register entries to date since our last report for 2 accounts. Please feel free to ask any questions you may have about the entries.

Activities of note:

- Prepared a suggested draft budget for the President.
- Dan and I continue to meet in preparation for the transition. He has opened accounts in Hawaii and found a surety bond for his upcoming tenure. We are working through additional details to make a smooth transition.
- Upcoming expenses -
 - Expect to receive the annual Awards Force invoice in June (appx. \$5500)
 - Expect 1 more installments for the website design work (\$2,5462.50) Would like to confirm with the board that we will no longer need the Hosting 4 Less service as of June 30, 2025.

It continues to be an honor and great pleasure to serve as ACI's treasurer.

Sincerely,

Judy

Judy Stokes Weber, M.S., APR
ACI treasurer

6.4.25

ACI operations account:

MAY						
Debit card	5.1.25	Libsym		\$15.00	\$95,301.45	x
Donation	5.7.25	Sportsmen's Alliance		\$5,000.00	\$100,301.45	x
PP Transfer	5.16.25	WY 2026 awards payment		\$822.79	\$101,124.24	x
10345	5.19.25	Focused Image Inc Payment 3 of 4		\$2,562.50	\$98,561.74	
Deposit	5.20.25	Terri Edwards - Indiv membership		\$25.00	\$98,586.74	
10346	5.28.25	Dan Dennison -computer and conference travel		\$2,042.39	\$96,544.35	
10347	5.28.25	Dan Dennison - register business with State of HI		\$26.00	\$96,518.35	
10348	5.29.25	Dan Dennison - minimum bal to open 2 accts		\$600.00	\$95,918.35	
10349	5.29.25	National Deer Association - for grantwriting		\$5,000.00	\$90,918.35	
JUNE						
Debit Card	6.1.25	Libsym		\$15.00	\$90,903.35	

FY 2025 ACI Conference Check Register

Transaction ID	Date	Description	Amount	Balance	Balanced
	11.14.24	Beginning Balance		\$50.00	x
NOV					
Debit	11.16.24	Checks for new account	\$16.95	\$33.05	x
DEC					
Transfer	12.2.24	Transfer NJ conference seed money	10,000.00	\$10,033.05	x balanced
JAN		no transactions			x balanced
FEB		no transactions			x balanced
MAR					
1001	3.21.25	David Shiffman Consulting, Inc.	\$3,000.00	\$7,033.05	x balanced
APR					
Transfer	4.10.25	Fordson Hotel Deposit OK ACI 2026	\$10,000	\$17,033.05	X
1002	4.11.25	Fordson Hotel Deposit OK ACI 2026	\$10,000	\$7,033.05	X
Debit card	4.11.25	Express Mail, US Post Office, OK deposit	\$31.40	\$7,001.65	X Balanced
MAY					
Stripe	5.5.25	First transfer- registrations/sponsors	\$7,991.50	\$14,993.15	x
Check	5.28.25	NDA Sponsorship	\$2,000.00	\$16,993.15	x Balanced

Note: the 5.5 conference sponsorships and registrations deposit is net of Whova and Stripe fees.

FY 2026 DRAFT ACI Budget

Beginning Balance Checking Account

\$77,038

ESTIMATED REVENUE

Dues, Awards	\$31,500	includes sponsorship & individual category members
Conf Returns	\$5,000	Estimate of proceeds from NJ 2025 could be zero
Total Income	\$36,500	\$36,500

FY 2026 Assets Available

\$113,538

ESTIMATED EXPENSES

Conference Advance	\$0	\$10,000 for NJ/\$10,000 for OK paid in FY2025
Scholarships	\$10,000	
Award Plaques	\$5,500	
Online Awards Platform	\$5,500	
Webhosting/Security certificate	\$0	Will this be included in new hosting arrangement?
Web domain renewal	\$0	not due this year
Treasurer Stipend	\$6,875	\$5,000/Dan; up to \$1,875 for Judy for pre- and post-conference work , pro-rated
*Surety Bond	\$325	Dan will need to acquire this insurance, ACI will pay for it
Communication Manager Stipend	\$0	Position ended Sept 30 2024
Conference Travel Reimbursements	\$6,000	Could be up to \$8,000 since we have 2 treasurers.
Professional Fees CPA Review	\$0	no plan to do this
Office Expenses	\$500	set-up for Dan
Podcast	\$180	
Zoom	\$160	
New website additional payments	\$0	Noting this as paid in FY 2025. 6.2.25 we have 1 more payment to make, \$2,562

FY 2026 Total Expense

\$35,040

\$35,040

Estimated Checking Account Balance June 30, 2027

\$78,498

CD matured and proceeds wired to checking account in March 2025

\$0

Resources available as of June 30, 2026 to support FY 2027 Budget

\$78,498

Draft Budget will have further revisions from President and Board at June board meeting.

Draft prepared 4.10.25 JSW to work through with Dan

Draft 2 sent to Blake 5.27.25

Draft 3 sent to Blake 6.2.25

Note: We may get invoiced for awards platform and pay for it near the end of June 2025.

This will impact the beginning checking account balance if paid in June.

*Surety Bond - currently set for \$30,000 in by-laws. Suggest increasing this to a higher amount