

*At the end of each year, SER needs each chapter and section to provide a summary of their composition, financials, activities & accomplishments, logistical information and challenges to the SER main office. This report facilitates the relationship between SER and SER chapters/sections by helping SER understand what challenges you face, what assistance chapters/sections may need, and what new developments have occurred in your region/thematic focus.*

Please return the completed form and any associated attachments (*see below*) no later than February 28 to Marguerite Nutter, [marguerite@ser.org](mailto:marguerite@ser.org).

**Document Requirements:**

**Financial Report** – Please submit a year-end financial report for your chapter. A template is available in the CRC working group on Basecamp.

**Legal Documents/ Bylaws** – SER requires all chapters maintain up to date legal documentation such as chapter bylaws, articles of incorporation and any other documents deemed important for our records. Please submit a current copy of the chapter’s bylaws, articles of incorporation, and any other legal documents that SER does not already have, or any documents which have changed over the past year. *If your chapter documentation has not changed, and no new documentation has been added, you do not need to submit.*

**Photos** – Photos, photos, photos! We would love to feature your projects in SER’s Annual Report and on our website. Make sure your photos are titled descriptively (location, description of what is happening, date, and names) and include a photo credit when possible.

**Board Composition**

Please provide a list of the most up-to-date information on chapter leaders and board/committee members:

*Executive Board:*

Name	Title	Board Term	Email
Steve Glass	President	2016-2017	<a href="mailto:sbglass1@mac.com">sbglass1@mac.com</a>
Chris Lenhart	Vice President	2016-2017	<a href="mailto:lenh0010@umn.edu">lenh0010@umn.edu</a>
Jessica Miller	Secretary	2016-2017	<a href="mailto:jmiller@atwell-group.com">jmiller@atwell-group.com</a>
Dan Larkin	Treasurer	2016-2017	<a href="mailto:djlarkin@umn.edu">djlarkin@umn.edu</a>

**Please check one:**

This list is current  x

This list has been updated

*Other Board Members:*

<b>Name</b>	<b>Title</b>	<b>Board Term</b>	<b>Email</b>
Michael Lemke	State Representative (Illinois)	2017	lemke.michael@uis.edu
Rebecca Dolan	State Representative (Indiana)	2017	rdolan@butler.edu
Keith Summerville	State Representative (Iowa)	2017	<a href="mailto:keith.summerville@drake.edu">keith.summerville@drake.edu</a>
Todd Aschenbach	State Representative (Michigan)	2017	<a href="mailto:aschenbt@gysu.edu">aschenbt@gysu.edu</a>
Matt Simmons	State Representative (Minnesota)	2017	msimmons@crk.umn.edu
Jen Lyndall	State Representative (Ohio)	2018	jen.lyndall@gmail.com
Matthew Dornbush	State Representative (Wisconsin)	2018	<a href="mailto:dornbushm@uwgb.edu">dornbushm@uwgb.edu</a>
Lara Roketentz	At large Representative	2017	ldr11@akron.edu
Chris May	At large Representative	2017	<a href="mailto:cmay@tnc.org">cmay@tnc.org</a>
Martha Holzheuer	At large Representative	2017	<a href="mailto:mholzheuer@ectinc.com">mholzheuer@ectinc.com</a>
Rocky Smiley	At large Representative	2018	<a href="mailto:smiley.50@osu.edu">smiley.50@osu.edu</a>
Brad Gordon	Student Representative	2017	gordo402@umn.edu
Lauren Umek	Student Representative	2017	<a href="mailto:lumek@u.northwestern.edu">lumek@u.northwestern.edu</a>

**Please check one:**

This list is current  x

This list has been updated  x

*Committees & Committee Members*

Name	Committee	Term (If applicable)	Emails
<i>See attached committee spreadsheet</i>			

**Please check one:**

This list is current  \_\_\_\_\_

This list has been updated  \_\_\_\_\_

**Strategic Plan**

Please indicate your strategic plan for the coming year. If you do not have an official strategic plan, please provide a written summary of your chapter’s plans for growth and continued success. If you have a strategic plan, please attach the plan to your email.

Strategic Plan and timeline is attached. In 2016 we were in year three of the strategic plan.

**Communications**

Please indicate any communications tools launched and/or publications produced by your chapter this year:

Name of communication/ publication (e.g. social media platforms, newsletters, books, guides)	Brief description (include link to websites)
Chapter maintain a website	
<a href="http://chapter.ser.org/midwestgreatlakes/">http://chapter.ser.org/midwestgreatlakes/</a> with blog	
<a href="https://restorationnewsmidwest.wordpress.com">https://restorationnewsmidwest.wordpress.com</a>	

Active on social media with 321 Facebook followers; 271 Twitter followers; and 210 LinkedIn connections

## Featured Event

If you only had time to tell a colleague about one thing your Chapter did last year, what would it be? We're very interested in highlighting the great work of our Chapters in SER's Annual Report – so what do you want the world to know about you? Is it an event or speaker at a conference, field trip, a new board member a project or...? Tell us about it in 2-3 sentences here.

Our 2016 annual meeting in Bloomington, Indiana. Over 200 were in attendance. At the meeting the chapter awarded two student grants for \$1000 each; one for a research project and the other for a restoration practice grant.

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## Chapter Challenges

Please describe any challenges your chapter is currently facing and ways you are trying to overcome them. ***Please include any comments on how you believe SER could assist in supporting your chapter with these challenges.***

Maintaining chapter communications (blog and social media) represents a significant effort and it is difficult to find enough people who have the technological skills and interest to take on this important task. Fortunately, we have one dedicated board member who carries the load.

In previous years, handling event registration was also a challenge but registration for our 2017 annual meeting has been streamlined. Thanks to the upgraded SER website we have been able to take advantage of the site's new event registration features.

Knowing that our chapter has a supportive “mother ship” to help us with this and other, unknown, technological challenges in the future, is encouraging.

Member engagement and retention is always an issue. We have spent considerable effort this year (as in the past) to engage and retain through social media, our webinar series, continuing education credits program, and smaller state-level social events.

We believe that SER's new membership structure which require chapter membership as a part of SER membership, will be a boost.

We have made efforts to engage members in Iowa—the latest addition to our chapter—by reaching out to colleagues in Iowa or to those with Iowa connections. A payoff is that our 2019 annual meeting will be held at Central College in Pella, Iowa.

## Volunteer Hours

Please provide the number of volunteers and an estimate of the total number of volunteer hours contributed by your chapter. ***Keeping a record of volunteer hours provides us the opportunity to obtain critical funding through grants, sponsorships, and donations!*** (estimate if you're unsure):

All of our Board Members are volunteers (17), we have several volunteers that help organize and run our annual meeting these include persons associated with the host institution and these can be 20-25 persons who secure facilities for the meeting, arrange for catering, preside over paper or poster sessions, and help set up rooms for banquet etc., prepare meeting announcement and post them on our web site, in addition, 4-5 of our Board members help to solicit sponsors for our Annual Meeting. Our keynote and plenary speakers and field trip leaders at the Annual Meeting are also volunteers. Our web site is maintained by a Board Member volunteer and all of the written material, (e.g. Blog) posted on the website is prepared by volunteers. Estimated number of volunteer hours per year is nearly 2500.. We have approximately 90 volunteers.

See the attached volunteer hours spread sheet for detailed accounting.

**Additional comments?** Please provide any additional comments that you have for the SER board , staff, or just general comments you wish to include.

	Number of People	Volunteer Hours/Year/P erson	Total Volunteer Hours/Year
President	1	200	200
Treasurer	1	52	52
Secretary	1	52	52
Board Member Calls	17	24	408
Annual Meeting Committee	6	90	540
Social Media	1	52	52
Blog	1	52	52
Website	1	52	52
Membership	4	52	208
Webinar Planning	3	50	150
State Event Planning	4	32	128
State Activities Committee	7	12	84
Board Development	4	24	96
Awards/Grants Committee	3	30	90
Continuing Education Credits	3	48	144
Student volunteers at meeting registration	6	4	24
Volunteers to judge awards	4	3	12
Local organizing committee - annual meeting	10	12	120
Speakers (keynote, plenary, webinars)	15	3	45
			2509



All of our Board Members are volunteers (17), the Chair of our Webinar Committee is a non-Board Member (1), we have s  
organize and run our annual meeting these include persons associated with the host institution and these can be 20-25 perso  
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on our web site, in addition, 4-5 of our Board members help to solicit sponsors for our Annual Meeting. Our keynote and p  
leaders at the Annual Meeting are also volunteers. Our web site is maintained by a Board Member volunteer and all of the  
posted on the website is prepared by volunteers. Estimated number of volunteer hours per year is nearly 2200. We have app



<b>Chapter/Section Name:</b>		SER-Midwest Great Lakes					
<b>Contact:</b>		Dan Larkin					
<b>Financial Date Range:</b>		2016					
<b>Instructions and Expectations:</b>							
<p><i>Your chapter/section report should include all incoming and outgoing finances for the year you are reporting on (or from the financial report should appear at the top.</i></p>							
<p><i>This should be considered as a statement of your financial position to the SER head office, please summarize all totals.</i></p>							
<b>INCOME:</b>							
	<b>Date</b>	<b>Description</b>				<b>Amount \$</b>	
	Multiple	Meeting Sponsorships				\$ 6,675.00	
	Multiple	Meeting Registration Fees				\$ 11,695.00	
	Multiple	Membership Dues (from SER)				\$ 2,245.00	
	Multiple	Student Research Award Donations and Raff				\$ 503.00	
						<b>Total Chapter/Section Income:</b>	
<b>EXPENSES:</b>							
	<b>Date</b>	<b>Description</b>				<b>Amount \$</b>	
	Multiple	Annual Meeting Costs				\$ 11,539.16	
	Multiple	Student Research and Presentation Awards				\$ 2,300.00	
	Multiple	Processing Fees from Paypal				\$ 375.35	
	Multiple	Processing Fees from SER				\$ 276.00	
	Multiple	Processing Fees from Eventbrite				\$ 430.81	
						<b>Total Chapter/Section Expenses</b>	
<b>BALANCE AS OF February 27, 2017</b>						<b>Amount \$</b>	

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<i>the date of your last rep</i>
<b>Currency</b>
USD
USD
USD
USD
<b>\$ 21,118.00</b>
<b>Currency</b>
USD
USD
USD
USD
USD
<b>\$ 14,921.32</b>
<b>\$ 33,073.40</b>

