

**PA Association of RC&D Councils**  
**Conference Call**  
**Wednesday January 25, 2012**  
**1:00 p.m.**

**1:00 Welcome**-Introductions were made with all on the conference call that included Brian Oram- Pocono NE, Mike Bloom- Headwaters delegate, Cathy Skwara- S. Eastern delegate, Brittany Dittimore-Headwaters, Dale Fox, New Ex Director of Headwaters, Robb Piper, Southern Alleghenies delegate and V-President, Wes Ramsey Penns Soil, Jack Preston Penns Soil delegate and President, Jack Hanish Pocono NE, JoAnn McCready- Penns Soil and Treasurer(resigned), Doniele Russell Penns Corner delegate, Cheryl Burns- Capital, Susan Richards -Capital and delegate, David Keller-Capital. JoAnn said that she has sent all Treasurer's information to Brittany and still has the last Invest statement and a few checks where written. Cathy Skwara asked about dues and voting. Jack Preston said dues are not due yet. Jack Hanish brought up the letter Pocono NE (PNE) sent to him concerning the web site and associated costs.

**Review of Minutes of Annual meeting**- Corrections were noted from the September 26, 2011 meeting minutes and motion to approve with corrections Bloom-Headwaters/Russell-Penns Corner and carried.

**Treasurer's Report**-JoAnn gave a report that the Invest Account has \$6,265.98;the CD Balance(2/2011) at 1.45% interest is at \$14,000; and checking Balance at \$4,075.57 with two checks written that need deducted.

**2012 Budget**-email was sent during the meeting with the budget spreadsheet. THANKS! The green box in spreadsheet showed figures based on \$25/hr. Explanation and discussion followed. The year before we discussed that the

current checkbook balance cannot put the in the income side of the budget. Motion to approve Robb SA/Jack PNE and carried.

**Election of Officers**-Secretary and Treasurer are needed. Doniele asked what Jack Preston's status was with his County Commissioners. He said that Wes has sent the request over to them for official action, which is anticipated. Susan Richards asked about whom was taking minutes-discussion followed. They will continue and Robb will send his out. Member at Large was also brought up (Doniele) that was elected at the annual meeting. Capital said they could continue to take minutes and Cheryl could send out minutes. Bylaws say that only a voting delegate/alternate are officers. But also between elections at annual meetings the ex committee can appoint a board member an officer by majority vote. Cheryl Burns volunteered to be a alternate delegate to qualify for acting secretary, pending her council's approval. Two officers from the same council was discussed. Motion to approve by Jack PNE/Doniele PC and carried.

Procedure to change the bylaws to allow alternates to serve as officers was discussed. The latest version of the bylaws was discussed. Last bylaws amendment April 13, 2011 occurred concerning email voting and was read. Whom ever is keeping the bylaws up to date needs to make this note of the last change date in the header with the others.

It was asked what the duties of the Treasurer are. JoAnn gave a brief description and then Wes read the duties from the Articles of Incorporation. It was noted that 52 hours are allotted in the budget at \$25/hr for treasurer work. We still need a Treasurer.

#### **Old Business**

**1. Annual Report**-Wes sent the email out to everyone and Sue Burkowicz PNE was willing to still do it for \$500+ but there was no response given to the email and the costs did not balance with our number of \$300. Printing, binding and mailing were the larger direct cost items. How to streamline was discussed again. Wes was asked to talk to Sue and pose the question of how to reduce costs by maybe no reproduction and just send out to all contributing, in an electronic format so that councils can print their own as needed. He

agreed and offered to critique too. She would send out the format and councils fill in with text and pics and send back to her for compilation and distribution of electronic copies. Motion to allow up to \$500 for annual report Doniele-PC/Robb-SA and approved with the understanding that a check would be written to a Council not an individual.

**2. Website Status-**the PNE letter was discussed where they have paid the host fee and domain registration in the amount of \$109 and who to transfer the web site duties to? They would like to be paid for this cost or have it applied to their annual dues. Cheryl said she had backup info for web site services. Updating was discussed. Some councils have taken care of it and some haven't. Wes went over the budget for this. Jack expressed that the amount owed covered their-PNE 2011 dues.

#### **New Business**

**PSATS Conference-**Wes received the annual mailing for their annual meeting to attend. We cancelled last year due to the Coordinator funding reduction. Dates are May 6-9, 2012 at Hershey Lodge and Convention Center. There would be a need to staff the display May 6-8. We do have a free standing display unit from NRCS. Wes wasn't sure if it needed any changes made to it. Issue is how to staff? Suggestion was made to send out a blank matrix with date/time slots to be done by Brian at PNE and will be sent out with the minutes by Wes. Jack said that about 4,000 people attend. Brian had previously attended. It is a great networking opportunity.

#### **Council Reports:**

Suggested that individual councils could put up what they do and do best (what are they moving forward with?) as a resource list it would be helpful to take advantage of expertise.

Next Conference call April 11, 1pm and Cheryl would do if Robb cannot.

Send to Brian the USDA FNS 2012 announcement.

**Adjourn-phone call was cut everyone off. Cathy Skwara called back but was the only one reconnected so Robb and her terminated the meeting.**

DRAFT rcvd via CBurns email 4/3/12