

Pennsylvania Association of Resource Conservation and Development Councils



STRATEGIC PLANNING MEETING MINUTES

DATE: Wednesday, December 11, 2013
TIME: 10:00 AM – 12:00PM
LOCATION: Gotomeeting.com

Welcome Doniele Russell, President

Introductions Delegates, alternates and guests as per list. Quorum was met.

Capital RC&D: Cheryl Burns (D)

Community Partnerships:

Endless Mountains: Laura Hewitt (D)

Headwaters:

Penn's Corner: Doniele Russell (D)

Penn Soil:

Pocono Northeast: George Kauffman (A)

Southern Alleghenies: Robb Piper (D), Sue Moon (A)

Treasurer's Reports Sue Moon, Treasurer

- Sue Moon reviewed the financial reports (distributed and attached), noting that the year-to-date date should reflect the December meeting date rather than September as printed.
- A new contract should be written for Endless Mountains reflecting the increase to 30 hours at \$40 per hour.
- Motion to approve treasurer's report prior to audit (Kauffman, Moon), approved.

Approval of September 2013 Annual Meeting Minutes

- Participants reviewed the Annual Meeting Minutes presented and made several corrections including:
 - Update motion for election to read, "elect slate" rather than "approved slate"
 - Remove figures from financial discussion and instead indicate that the reports were provided and are attached.
- Motion to approve the Annual Meeting minutes as corrected (Piper/Hewitt), approved.

Strategic Planning Doniele Russell, President

- Doniele Russell reviewed the aggregated responses received by councils from the questions forwarded after the September meeting (see attached)
- Discussion resulted in the decision to alter the meeting schedule and procedure to reflect the following:
 - The Annual Meeting will take place on the third Wednesday of September (September 17, 2014) at the Hoss's in State College.
 - A request for council updates will be forwarded to council delegates and staff (as appropriate) on the first Monday of each month. On the third Monday responses will be aggregated and posted on the parcd.org website for review by other councils. This will allow for increased communication about projects and council issues as well as encourage informal networking that does not require support services.
 - The Executive Committee will meet as needed to conduct financial business as necessary.
 - The process will be evaluated and revised as needed during a full council conference call on Wed. June 18, 2014.

Meeting adjourned at 11:10 AM.

Respectfully Submitted,

A handwritten signature in black ink that reads "Cheryl Burns". The signature is written in a cursive style and is positioned over a large, light gray "DRAFT" watermark that is oriented diagonally across the page.

Cheryl Burns

PARCD Secretary