

**Pennsylvania Association of Resource Conservation and Development Councils  
ANNUAL MEETING - 2016**



**DATE:** Wednesday, September 21, 2016  
**TIME:** 10:00 AM – 2:00 PM  
**LOCATION:** Hoss's Steak and Sea House, 1450 Atherton Street,  
State College, PA 16803

## **MEETING MINUTES**

**Call to Order at 10:20 AM** (President, Jack Hanish)

### **Welcome & Introductions**

Roll Call: Capital RC&D: Cheryl Burns (PARCD Treasurer), Susan Richards Exec. Director  
Endless Mountains: Kimberlie Gridley, Exec. Director  
Pocono NE; George Kauffman, Exec. Director (PARCD Secretary), Jack Hanish (PARCD Chair)  
Southern Alleghenies: n/a  
Penn Soil: Wes Ramsey, Exec. Director (PARCD Member-at-large)  
Penn's Corner; n/a  
SE PA; n/a  
Headwaters; Brittany Dittmore CFO (PARCD Vice-Chair), Cheri Micale  
Community Partnerships:n/a  
Quorum attained (5 of 9 councils).

### **RC&D Council Reports**

Capital RC&D – Susan Richards (handout)

- Capital continues to work with NRCS to support CREP technical assistance, local food marketing, high tunnel growers. In addition, they collaborate with DEP to conduct a cover crop (autumn) and tillage practice (spring) survey. 32 counties in the Chesapeake Bay watershed. The council continues to serve as a fiscal agent for a youth gardening project in Steelton and an agroforestry education project.
- The Conservation Innovation Grant grazing project is complete and final videos featuring grazers through the state will be publicly available in late September.
- Capital hosts two full-time staff and one part-time bookkeeper in the office in addition to 17 term employees in NRCS offices.

Penn Soil RC&D – Wes Ramsey (handout)

- Penn Soil is conducting a few trail and recreational projects, including completing the engineering design for a 1.5 mile ADA accessible Two Mile Park in Venango County. In addition, they are supporting the “Grab Life by the Trails” project, collaborating with the Oil Region Alliance, and to sponsor regional projects such as The Toy Shoppe of Warren, PA.

- Penn Soil has one full-time and one part-time employees in the office, as well as four full-time and two part-time employees working on NRCS projects and a grazing consultant.

Pocono Northeast RC&D: George Kauffman (handout)

- The council is still coordinating the CSAW program and just approved the ninth version of the program. The council also coordinates a stormwater project.
- The largest project focuses on renewable energy, specifically mobile pelletizer and education about creating fuel pellets from grass/meadows.
- George noted that they have switched to VOIP phone system to minimize costs. [www.line2.com](http://www.line2.com)
- Pocono NE hosts two part-time employees in the office as well as four full-time and one part-time employees working in NRCS offices.

Endless Mountains RC&D: Kimberlie Gridley

- Kimberlie Gridley is the new Executive Director of Endless Mountains RC&D and recently returned to PA after working on natural resource issues in Washington State.
- The council hired an Executive Director to help identify the direction of the organization and develop support systems to maintain the work.
- Endless Mountains does have a biomass project offering a \$500 rebate on the purchase of a woodstove if there is a commitment to commit to switching from oil and gas to wood and other biofuels, but not many have participated.
- The council also continues to host a rain barrel project and the WINGS program. Wildlife Incentives for Non-game and Game Species, focuses on wildlife corridors overlapping energy corridors.

Headwaters RC&D: Brittany Dittmore (handout)

- Headwaters supports two part-time employees in office and one NRCS employee in State College.
- The council is currently working with NRCS to acquire funds to hire an additional support staff member.
- The council is preparing for their 20<sup>th</sup> Annual Grazing Conference, hosting Jim Gerrish and Jay Fuhrer (ND). Denise Coleman may be able to ask ex-chief Dave White to speak as well. Each year the conference brings in 200-300 participants.
- Sinnemahoning Stakeholders Watershed Grant continues to fund projects in that watershed.
- In December 2015, the council and Headwaters Trust officially split and the council is still determining how to proceed but is also struggling with identifying projects.

The Mid-Atlantic RC&D plans to meet near Harrisburg in early November. Their desire is to emphasize projects rather than funding issues. Jack Hanish will keep everyone informed as to location and specific date.

## PARCD Business Meeting

### Minutes (September 23, 2015 – Annual Meeting)

Corrections: 1) Add totals of major financials from 2015 minutes

2) Add Gary Smith to roll call

Motion to approve minutes as corrected, (Kauffman/Ramsey), approved.

### Treasurer's Report – Distributed

Highlights include:

	2016 as of Aug 30, 2016	
Income	Dues:	\$150.00
Expenses		
	Website Host & Domain	\$140.00
	Net Income	\$10.00*
	Checking Acct. Balance:	\$14686.84

Question: Can the state association apply for grants? Response: PARCD may apply for funding as long as there is someone willing to manage the grant and project work.

Motion to accept the treasurer's report, (Kauffman/Ramsey), approved.

### Old Business

Members present reviewed the current By-laws and provided the following changes:

- Jack Hanish requested that any changes made to PARCD by-laws be printed in italics with a margin note including the date of change.
- Page 1: No proposed changes
- Page 2:
  - Article IV, Sect. 2; Propose changing member-at-large term from one year to two year term, starting in the year the change is approved.
  - Article IV, Sect. 2; Correct typo in last sentence, "Elections will held at...", change to "Elections will **be** held..."
- Page 3:
  - Article IV, Sect. 4, B, C, and D; update the signing authorization statements to include "when required", "have authorization....**when required**..."
  - Article IV, Sect. 4, C; change to "Secretary's RC&D Council's address will serve as the official address for the Association, **except for the financial records and bank account statements which are received by the Treasurer.**"
  - Article IV, Sect. 4, D; change to "Have charge, custody of, and be responsible for all funds, **securities, and financial records** of the Association."

- Article IV, Sect. 4, D; Add "...when required" to second to last bullet, "Perform all other duties... **when required.**"
- Page 4:
  - Article IV, Sect. 4, D; Add "...when required" to last bullet, "Have authorization...along with the President **when required.**"
  - Article IV, Sect. 5; "The President shall appoint the standing committees **if required.**"
  - Article IV, Sect. 7; add "**This election shall not alter the schedule of terms dictated in this Article.**"
- Page 5:
  - Article IV, Sect. 9; change first sentence, "...shall be permitted, **no** Director..."
  - Article IV, Sect. 9, third paragraph; change to: "In addition, except for breach of fiduciary duty, lack of good faith or self-dealing, **actions taken by a Director or any failure to take any action shall be presumed...**"
  - Article V, Sect. 1: amend from "...by the Finance Committee..." to "...prepared by the Finance Committee of the Association **or Executive Committee if no Finance Committee is appointed,** to be presented..."
- Page 6:
  - Article V, Sect. 4; The entire section renamed Article VII.
- Page 7:
  - Article VI, Sect. 2; change to "Delegates or alternates present from **a majority** of the active member councils shall constitute a quorum."
  - Article VII renamed Article VIII.
- Motion to add suggested changes to the by-laws was approved unanimously by all in attendance. Updated by-laws will be forwarded to member councils for ratification within 30 days of the Annual Meeting. (Ramsey/Dittemore), approved.

#### Collaborative Projects

- No collaborative projects were proposed during the meeting.

#### National RC&D Council Dues

- Susan Richards contacted NARCD to find out if there was a state level membership and there is none. As such, PARCD is duplicating the memberships of individual councils.
- Motion to not pay NARCD dues for FY2016, (Kauffman/Gridley), approved.

## **New Business**

### 2017 PARCD Priorities

- Suggestions include identifying and enacting collaborative projects, as well as increasing meeting frequency through quarterly conference calls.
- Brittany Dittmore will set up quarterly conference call schedule.

### 2017 Dues

- Motion to keep dues at \$75.00 per council for FY2017, (Kauffman/Dittmore), approved.

### 2017 Budget

- Update budget to remove \$450 for NARCD dues in FY2017
- Website allowance remains for FY2016,
  - Note: Councils will review the PARCD website, identify needed updates for individual councils, and supply details promoting specific projects as well as forwarding an electronic copy of one page FY2016 report and photos to Laura Hewitt at Endless Mountains RC&D.
- Motion to approved the updated FY2017 Budget, (Gridley/Dittmore), approved.

## **Election of Officers**

*Positions in bold open/up for re-election.*

- **President – Jack Hanish** (term ends 12/31/16)
- Vice-President – Brittany Dittmore (term ends 12/31/17)
- **Secretary – George Kauffman (term ends 12/31/16)**
- Treasurer – Cheryl Burns (term ends 12/31/17)
- **At Large – Wes Ramsey (term ends 12/31/16)**

Recommended slate:

President; Jack Hanish (term ending 12/31/18)  
Vice-President; Brittany Dittmore (Term ending 12/31/17)  
Secretary; Kimberlie Gridley (term ending 12/31/18)  
Treasurer; Cheryl Burns (term ending 12/31/17)  
At Large – Wes Ramsey (term ending 12/31/18)

Wes Ramsey presented a recommended slate for officers, asked for additional nominations from the floor, no additional proposed – asked secretary to propose a single unanimous ballot, (Second by Kimberlie Gridley), approved.

## **Correspondence & Announcements**

- Next Annual Meeting Date (9/20/17; 3<sup>rd</sup> Wed.)
- George Kauffman remarked about the positive nature of the information exchange during the meeting.

**Motion to Adjourn** 2:25 PM (Dittmore/Ramsey), approved.