

Pennsylvania Association of Resource Conservation and Development Councils



Quarterly Meeting – Jan. 9 Make-up

DATE: Wed., January 28, 2013

TIME: 1:00 PM – 2:00 PM

LOCATION: Gotomeeting.com

January 2013 Meeting Minutes

Welcome (President, Doniele Russell)

Introductions and Roll Call as noted:

Capital RC&D: Cheryl Burns, Susan Richards

Endless Mountains: Laura Hewitt

Southern Alleghenies: Sue Moon

Pocono Northeast: Sue Berkowitz

Headwaters: Dale Fox

Penn's Corner: Doniele Russell

Penn Soil: n/a

SEPA: Ed Magargee

Community Partnerships: n/a

Quorum is met.

Review of 2012 Annual Meeting Minutes

Approved as presented (Hewitt/Fox – *Carried*)

December 2012 meeting notes were also reviewed

Approved as presented (Moon/Fox – *Carried*)

Treasurers Report – Sue Moon, Treasurer

- Ms. Moon provided an update on accounts:
 - PA Invest: 4269.23 as of 12/31/12 and the account contact information has been updated
 - Northwest Savings Bank: CD \$14,000.00 - 3 year CD maturing on 11/29/13 with 2012 accrued interest of 205.89 (per 1099). 2011 accrued interest unknown. The contact information should be updated to reflect Doniele Russell & Sue Moon as account contacts.
 - A new account has been opened with the funds from the Northwest Savings operational account - \$2068.02 at PNC.
 - \$175.00 received from Southern Alleghenies for 2012 dues but will be applied as \$75 for 2012, \$75 for 2013, and return \$25.00.
- Bills as presented:
 - \$100 Stipend to Endless Mountains for traveling to participate in 2012 Annual Conference (Moon/Burns – *Carried*, Laura Hewitt *abstained*)

- \$500 to Endless Mountains for contracted web maintenance (Moon/Burns – *Carried, Laura Hewitt abstained*)
- Operational funds account balance after receipts and bills: \$1643.02
- Doniele Russell provided a point of clarification noting that no stipends will be available for the 2013 annual meeting/conference.
- The current Certificate of Deposit at Northwest Bank will remain at Northwest. (Piper/Hewitt – *Carried*)
- Sue Moon followed up with the IRS and shared that all necessary filings have been submitted since 2007
- Sue Moon researched our filing status with the Bureau of Charitable Organizations and noted that PARCD does not need to file unless we secure at or over \$25,000 in donations. Discussion was held and Susan Richards noted that it is her understanding that an organization may also register if they so choose regardless of donation amount.
- Sue Moon will send 2013 dues notices but must verify addresses
 - Southeast RC&D updated their address bringing all RC&D contact information to current
 - Southeast RC&D, c/o Delaware County Conservation District, Rosetree Park – Hunt Club, 1521 N. Providence Road, Media, PA 19063
- The updated budget was presented and will be forwarded to members.
- Discussion was held pertaining to hiring a firm to conduct the audit. Sue Moon will ask their auditor and see if they can have the audit performed for \$500.00.
- Accept the treasurers report for audit (note: no motion, second or vote taken)

Old Business

- Council reporting form review
 - Cheryl Burns developed an online form that can be completed by each council prior to an upcoming meeting and assembled into a report for distribution.
 - Three responses were received and assembled into a bulleted report shared online during the meeting call (attached)
- PARCD “About” page status
 - Laura Hewitt noted that she is looking for a paragraph or two about the history of RC&Ds but has not heard from anyone.
 - Sue Berkowitz will talk with George Kauffman to receive a status update for the About page write-up.
 - Laura Hewitt also noted that she needs updated council website info from Penn Soil RC&D council.
- Meeting Schedule

- Doniele Russell and Cheryl Burns offered apologies for the mix-up in the January meeting.

New Business

- Wes Ramsey asked Doniele Russell to note that PARCD has historically had a courtesy booth at (County Commissioners Assoc. of PA) CCAP at the Hilton in Harrisburg (March 17-19, 2013). The booth must be covered for the length of the conference.
 - Discussion was held pertaining to the efficacy of tabling at the event. Doniele will ask Wes Ramsey if there is any other entity that can provide table space for a flyer as opposed to having our own table.
- Laura Hewitt asked to discuss the PARCD affiliation and association with the Mid-Atlantic RC&D. Discussion was held about their inaction in addressing questions pertaining to financials and audit information.
 - The next meeting notice will ask each council to note if they are participating in NARCD and/or Mid Atlantic RCD and the topic will be revisited at the next meeting.
- Laura Hewitt also noted that she is looking for assistance with Project Grass.
- Next meeting will be held on Wednesday, April 10. The Executive Committee should have a call by March 18 to create a formal agenda for the April meeting.

Adjourn

- Motion to adjourn at 2:14 PM (Moon/Piper)

NEXT MEETING: Wednesday, April 10, 2013 – 10:00 AM

PARCD January 2013, Council update report

January 28, 2013

Penn's Corner Doniele Russell donielerussell@gmail.com

- Working with area non-profit to partner to obtain a shared independent contractor to complete job functions as requested by both organizations.
- Working to approval 2013 area work plan.
- Ag Committee has No Till conference Scheduled for January 31 at St. Vincent College
- Ag Committee is working with GLCI on the grasslands contest scholarship funds for future participants.
- Forestry Committee working to obtain mortality rate of area planted last summer to see if replanting will need to take place in 2013.
- Waste Water Committee continues to have on lot septic workshops for homeowners and builders associations offering alternative methods for residential and commercial systems.

Headwaters Dale E. Fox dfox@headwatersrcd.net

- "Headwaters RC&D has chosen a new path after reviewing their financials and their own internal capabilities. Based on the recommendations of Executive Director Dale Fox, they will be transferring the Executive Director position to the Headwaters Charitable Trust, which is a separate ""sister"" non-profit responsible for fundraising and landholdings management. In addition, their major funding initiative, the Headwaters Conservation Partnership, will also be transferred to the Trust. Ms. Fox will still allocated 10% of her time to providing some oversight of the RC&D and to provide assistance with grant writing.
- Both groups feel that this is a very positive change that builds upon the strengths of both organizations. The RC&D will continue to be a vital partner in the HCP program. This approach allows the RC&D to function nearly at break-even, while provide much greater flexibility for fundraising that can be used to fund RC&D projects through their sister board whose directors are primarily from the business community."
- Headwaters is operating an exciting and innovative conservation program called the Headwaters Conservation Partnership, involving primarily regional industry partners. It involves the re-granting of corporate donations to local conservation projects vetted by our conservation districts. In November of 2012, we disbursed nearly \$15,000 to numerous local conservation projects. See web site www.headwaterspa.org on our Conservation Partner pages.
- In the first quarter of 2013, Headwaters Charitable Trust will be creating a policy for fee-based grant writing and project administration assistance, utilizing the services of Executive Director Dale Fox, who has an extensive track record in successful grant writing and administration in a variety of fields. We also submitted three Growing Greener III applications, and are likely to be assisting a local trail group with a DCNR grant for the spring 2013 grant application period.
- Headwaters RC&D is in full swing preparing for our ever popular "16th Annual Grazing Conference". See our web site for details. We are raising our goals to turn this into an event that

actually produces some revenue, as opposed to our previous goal of break-even. Executive Director Dale Fox has provided strong direction regarding the need to always think about how to create revenue through our activities.

Endless Mountains Laura H Hewitt info@endlessmountainsrcd.org

- Organic Outreach - our DVD is completed, and we have a video duplicating machine to produce copies as needed. Because we are short-staffed, developing a promotion/distribution plan is a challenge. Community Partnerships RCD and PCO are encouraging wider promotion, including a video showing at PCO's annual meeting on Feb 7th! After a full DVD distribution, YouTube availability will follow, at youtube.com/EndlessMountainsRCD "update: multiple Ag related projects are underway; however we have fallen out of the ""project grass"" rotation. I'd appreciate help from other RCD's to resume this.
- We are in the final year of a Holistic Planned Grazing project (<http://www.endlessmountainsrcd.org/plannedgraze.php>), and we are providing web support for a new County Ag Strategy Planning, (<http://agcoalitionbc.org/>) and their multiple working groups (<http://www.endlessmountainsrcd.org/agbcgroups.php>). Our local foods presentation was requested and presented as part of a wellness grant in one of the local school districts."
- Our WINGS (Wildlife Incentives for Nongame and Game Species) project is gaining momentum; industry reps have been invited to our next meeting (<http://www.endlessmountainsrcd.org/wings.php>)
- New: completing these reports can be a VERY EFFECTIVE tool to keep the state website current. AS LONG as councils submit even just one or two tidbits per quarter, I could clip/paste them into relevant sections of the state site in a regular rotation to keep the site "fresh".
- New: We are opposed to the continuation of the Mid Atlantic Association. We were unable to attend the last conference call meeting and raised issues of concern via email, which were mentioned but not adequately answered. To date, financial reports are still incomplete, and no audits have been provided. They are not adhering to their own bylaws, and have just changed quorum without prior notice thereby allowing themselves to change rules rather than address the prior shortcomings or answer current objections.