

# New Jersey Association of Conservation Districts

## Board of Directors Meeting

Monday, January 13, 2014

### MINUTES

**Members Present:** Priscilla Hayes, Dennis Dougherty, Charlie Buscaglia, Ray Cywinski, Tony Di Lodovico, Joseph Lomax

**Also present:** Robert Dobbs, Rich Belcher, Carrie Mosley, Matt Ward, Glen Van Olden

The Conference Call was convened by President Priscilla Hayes at 11:29 am in the Auditorium of the New Jersey Department of Agriculture, Trenton, NJ.

**Minutes** – The Minutes of the December 9, 2013 Board of Directors Conference Call were read.

**Motion:** It was moved by Dennis Dougherty, seconded by Ray Cywinski and passed unanimously to approve the Minutes of the December 9, 2013 Board Meeting as amended.

**Financial Report** – Dennis Dougherty presented the Financial Report. Account balances for period ending January 13, 2014:

Wells Fargo Money Market Account	\$ 9,489.35
Wells Fargo NJ Envirothon Account	\$ 14,347.28
Wells Fargo General Checking Account	\$ 1,926.55
NJ Community Bank CD#8426	\$155,690.22

**Motion:** It was moved by Joseph Lomax, seconded by Charles Buscaglia and passed to accept the Financial Report.

The association received a \$100 donation to the NJACD Memorial Scholarship Fund in memory of John Rigolizzo from Robert Dobbs. Priscilla Hayes donated \$150 for the NJACD Logo Contest.

In response to the Cape-Atlantic Conservation District challenge donation for the New Jersey Flower and Garden Show, the Freehold and Burlington County Conservation District have also donated funds/flyers to the NJACD.

Mr. Dougherty reported that a 2014 NJACD Dues Notice will be sent to all NJ Conservation Districts by the end of the month.

The Board authorized Dennis Dougherty to solicit audit bids from accounting firms to conduct a financial review of the association.

### **Committee Reports:**

**NJACD Logo** – The board finalized acceptance of a new NJACD Logo.

**Website** – Ray Cywinski and Robert Dobbs reviewed proposals for redesign of NJACD Website.

**Motion:** It was moved by Joseph Lomax, seconded by Dennis Dougherty and passed to enter into agreement with Mary Montagne to redesign and update the NJACD Website.

**Development Committee** – Dennis Dougherty reported that there has been no action since the committee's last meeting.

**Strategic Planning Committee** – The Board agreed to move ahead with the development of a 3-year NJACD Strategic Plan. The plan will address the primary business areas of the association: Association Operations, Funding/Financial Management, Education Programs and Leadership Development.

Joseph Lomax, Robert Dobbs and Dennis Dougherty were authorized to meet to draft a plan for Board review and action.

**NJ Conservation Conference Planning Committee** – The Board discussed plans for the 2014 New Jersey Conservation Conference. Target dates for the conference are November 16 – 17 or November 23 – 24 in the general Jersey City area of the Hudson-Essex-Passaic Conservation District. Several ideas for a theme for the conference were discussed. There was general agreement on a theme of “Resiliency in Climate Change” and to cover urban, coastal, agricultural and urban renewal issues.

Matt Ward and Glen Van Olden, from the HEP Conservation District, stated that the HEP Conservation District would be pleased to host the conference and assist in the planning and implementation of the event. Mr. Ward stated that the conference needed to be rebranded to meet current needs and business climate, attract new partners and include political leaders.

Priscilla Hayes appointed a planning committee to commence activities:

Co-chairs: Matt Ward, Robert Dobbs

Frank Minch, Rich Belcher, Dennis Dougherty, Carrie Mosley, Bill Brash and Christine Raabe

**NJACD Memorial Scholarship Fund** – Rich Belcher reported that there were no applicants for the 2013 Scholarship.

The Board discussed plans for the 2014 NJACD Scholarship Round. A deadline of April 15, 2014 was set for submission of scholarship applications.

Rich Belcher will assist in publicizing the scholarship and notifying New Jersey's Colleges and Universities.

**NRCS/NJACD Contribution Agreement** – Robert Dobbs, Carrie Mosley and Maria Collazo met in December to commence plans for the proposed Conservation District Employee Agriculture Conservation Planning initiative. Six core courses have been identified and a suggested fee schedule for District services is being developed.

#### **Other Business:**

Priscilla Hayes and Robert Dobbs reported that 2 issues of NJACD News, an electronic newsletter, have been distributed to New Jersey's Conservation Districts and partners. Response to the newsletter has been positive.

Robert Dobbs reported that the NJACD 2014 Schedule of Events has been distributed to New Jersey's Conservation Districts and partners.

Joseph Lomax reported on activities of the National Association of Conservation Districts. The NACD 2014 Annual Meeting will take place February 2 – 5 in Anaheim, CA.

Priscilla Hayes requested financial assistance for her to attend the NACD Annual Meeting.

**Motion:** It was moved by Ray Cywinski, seconded by Joseph Lomax and passed to authorize up to \$500 to reimburse Priscilla Hayes for travel related expenses to attend the 2014 NACD Annual Meeting.

Joseph Lomax reported that he recently attended a Coastal Resiliency Conference in Maryland. He stated that the conference was well attended and addressed a growing need in the Northeast and nationally.

The NACD Conservation Foundation is managing fundraising activities for National Envirothon. Robert Dobbs has been appointed to the Foundation's Fundraising Committee. The Committee will meet during the NACD Annual Meeting in Anaheim, CA. Robert Dobbs stated that he would not bill for his time attributed to the Foundation's Fundraising Committee.

Plans for the 2014 NJ Conservation District Supervisor and Manager Regional Leadership Meetings were discussed.

Regional Meeting Schedule:

March 25 – Northern Region

March 26 – Central Region

March 27 – Southern Region

The agenda for the regional meetings will include SSCC Subcommittees Update, NJACD Strategic Plan, NRCS/NJACD Agricultural Conservation Planning Initiative, Supervisor Roles and Responsibilities and District Concerns.

Funding for the series of meetings was discussed. Priscilla Hayes, Joseph Lomax and Robert Dobbs will seek funds from NJDA Secretary Fisher to support the regional meetings.

The Board discussed meeting costs and meal charges to attendees. Rich Belcher was authorized to make contacts with restaurants for the three meetings with a cap of \$25 pp with cash bar.

**Motion:** It was moved by Charles Buscaglia, seconded by Joseph Lomax and passed sponsor the Regional District Supervisor Leadership Meetings at no cost to District Supervisors.

Priscilla Hayes reported that she recently attended the OCAP Meeting. She informed the Board that OCAP has been dissolved and that remaining funds were donated to the NACD Conservation Foundation to support the National Envirothon.

**Adjournment:**

**Motion:** it was moved by Joseph Lomax, seconded by Dennis Dougherty and passed to adjourn the meeting at 1:25 pm.

Respectfully submitted,

Robert K. Dobbs  
Executive Director

