

New Jersey Association of Conservation Districts
Board of Directors Meeting – Trenton, NJ
Monday, January 12, 2015

MINUTES

Members Present: Ray Cywinski, Tony DiLodovico, Dan Galletta, Dennis Dougherty, Jay Kandle, Joe Lomax

Also Present: Robert Dobbs, Carrie Mosley, Matt Ward, Frank Minch, Ines Zimmerman, Rich Belcher

Convene Board Meeting: The meeting was called to order by President Ray Cywinski at 11:55 AM

Minutes of the Previous Meeting: It was acknowledged the Minutes had been emailed to all Board Members prior to the meeting.

Motion: It was moved by Tony DiLodovico and seconded by Dennis Dougherty to approve the Minutes as mailed. The motion passed unanimously to approve the Minutes as mailed.

Financial Report: Dennis Dougherty, Treasurer, presented the following as of January 9, 2015:

- Business Performance Savings Account #1262 \$ 8,243.89
- Certificate of Deposit (Freedom Bank) 36 month \$ 40,000.00
- Business Checking Account #0881 (Envirothon) \$ 30,241.04
- Certificate of Deposit (Freedom Bank) 36 month \$ 30,000.00
- Business Checking Account # 5944 (General Checking) \$ 69,616.86

Motion: It was moved by Tony DiLodovico and seconded by Joe Lomax to accept the Financial Report as presented. The motion passed unanimously to approve the Financial Report.

It was noted the Certificates of Deposit were both 36 months CD's, accruing interest at the rate of 1.5% per annum. Also to be noted, the balances reported for the Certificates of Deposit were net of accrued interest.

Scholarship Fund: The deadline for submitting applications for the 2015 Scholarship Award is March 1, 2015. The award will be in the amount of \$1,500.00. There is a need to find sources of funding for the Scholarship Fund. As in prior years, the Association will solicit the Districts for donations. Districts will be encouraged to make donations in honor of past supervisors and others involved in the conservation movement.

Dues: Dennis Dougherty sent payment requests to all NJ Soil Conservation Districts. (Districts will be offered the ability to pay 2015 dues in installments, with 50% due by March 31, 2015 and the final 50% due by June 30, 2015). Two NJ Soil Conservation Districts will be sent invoices for balance due on 2014 NJACD dues.

Annual Conference: A financial report of the Annual Conference will be presented at the next regular meeting of the NJACD Board of Directors.

Resolution: A Resolution to remove Priscilla Hayes as a signer on accounts and authorizing Dennis Dougherty, Ray Cywinski, Tony DiLodovico, and Jay Kandle as signers for 2015 was presented to the Board of Directors for consideration.

Motion: It was moved by Joe Lomax and seconded by Dan Galletta to approve the Resolution. The motion passed unanimously to approve the Resolution.

President's Report: President Ray Cywinski reiterated his report presented during the State Soil Conservation Committee which was given prior to NJACD Board of Director's Meeting. All Board of Directors were present at the SSCC meeting.

In addition, President Cywinski encouraged all Board members to reach out to their fellow Supervisors to become more involved in the Association and related activities.

Northeast Regional NACD Meeting: Matt Ward suggested the following in planning for the 2016 NE Regional NACD Meeting:

- Plan the event to be in conjunction with the NJACD Annual Conference
- Use a Protocol similar to siting an Olympic event
 - Investigate Lodging possibilities
 - Ease and accessibility of transportation
 - Places of Interest, especially related to the Conservation Effort to encourage attendance
 - Dollar expectations and costs
 - Target September 2016
 - Get Districts involved now about what is offered in their particular districts
 - Appoint an Ad Hoc Committee to design the Protocol.

Executive Directors Report: Executive Director, Robert Dobbs, presented an in-depth written report on Operations and Programs/Meetings/Activities conducted by the Executive Director.

NACD Annual Convention: New Jersey needs a representative for the "Parade of Flags" ceremony at the convention. Dan Galletta, Cape-Atlantic SCD, is planning to attend the convention and volunteered to carry the New Jersey state flag for the ceremony.

In addition, Charles Buscaglia, Freehold SCD, will not be attending the convention. Since he is on the NACD Board of Directors, New Jersey needs to supply an Alternate to serve in Mr. Buscaglia's place. Dan Galletta also volunteered to serve as Alternate. There are approximately three meetings to attend during the convention.

Annual Plan of Work: Robert Dobbs presented a written 2015 New Jersey Association of Conservation Districts Annual Plan of Work for the Board's consideration. It was noted the Task of Developing and Adopting an Annual Budget should be performed at least 30 days prior to the Annual Conference.

Regional Supervisor Meetings: After discussion among the Board of Directors, the following targeted dates were decided upon:

- March 18 North
- March 24 Central
- March 26 South

Soil Conservation Districts will be notified so that District Supervisors will be able to save the date. The fees to attend the Regional Meetings will be as follows:

- \$15 for Members
- \$30 for Non-members

Time of the Regional Meetings will be set at 6PM.

Topics:

- New Guidelines for Single Family as related to Chapter 251 Regulations
- New Agreement forthcoming from USDA NRCS for the Soil Conservation Districts
- Q & A Session on District Work Groups

NJ Envirothon Status Report: There is a scheduled meeting for planning at the Morris County Soil Conservation District. Funding and Sponsors to date include:

- \$ 2,500 Donation from Wake Fern Corporation
- \$7,500 Donation from United Water

Additional potential sponsors were discussed for funding such as PSE&G and Suburu Corporation. Joe Lomax suggested reaching out to WAWA and McDonalds's as well.

NJ Soil Conservation Districts will be approached to donate \$500 each as in past Envirothons. CBT monies are no longer available from NJDEP as those funds have been allocated to other programs. Rich Belcher will reach out to NJDEP for re-consideration.

Annual Flower Show: The Annual Flower Show will be held for four days, February 12 through February 16 at the Garden State Expo Center in Edison, NJ. In the past, the Freehold and Cape-Atlantic Soil Conservation Districts have assisted in working the show. Volunteers from other Soil Conservation Districts to help man the booth would be greatly appreciated.

Closed Session: There was a motion to move into Closed Session for the purpose of discussing the position of Executive Director.

Motion: It was moved by Dennis Dougherty and seconded by Joe Lomax to move into a Closed Session. The motion passed unanimously.

President Cywinski called the Closed Session to order at 1 PM.

Members Present were:

Ray Cywinski, Dan Galletta, Dennis Dougherty, Jay Kandle, Joe Lomax

Also present: Carrie Mosley, NRCS

Minutes: Minutes of the session were recorded separately by Secretary, Jay Kandle.

Adjournment: Closed Session was adjourned at 1:54 PM.

General Session Reopened: President Ray Cywinski reopened the General Session at 1:55PM.

Members Present: Ray Cywinski, Dan Galleta, Dennis Dougherty, Joe Lomax and Jay Kandle

Also present: Robert Dobbs, Frank Minsch, Rich Belcher and Carrie Mosbey

Position of Executive Director: The contract for position of Executive Director will be extended for the period of January 1, 2015 to March 31, 2015. The contract will continue to pay the Executive Director at a rate of \$ 40.00 per hour. An average of 30 hours per month has been budgeted.

Specific Work Tasks will be defined, which may include:

- Soliciting Funding for the 2015 NJ Envirothon
- NRCS State Conservationist concerns

Minutes of Meetings: Ray Cywinski will co-ordinate Minute submission directly with the Webmaster, freeing the Executive Director to focus on the assigned tasks.

Executive Director, Robert Dobbs, cited poor communications from the Board of Directors was an obstacle over the past year and the Executive Director hoped communications would improve during the ensuing year.

Regarding the upcoming NACD Annual Convention, Robert Dobbs would like to represent NJACD in his role as Executive Director.

When discussing reaching out to various foundations for funding, especially for the Envirothon, there is a process that must be followed. Training is normally required for all Board Members before foundations can be approached for grants.

Work Tasks: Ray Cywinski with input from the Board Members and Carrie Mosley will develop a list of Specific Work Tasks for the Executive Director on or about Friday, January 16.

Adjournment

Motion: It was moved by Dennis Dougherty and seconded by Joe Lomax to adjourn the meeting. The motion passed unanimously.

Meeting was adjourned at 2:08PM.

Respectively submitted, Jay Kandle