

New Jersey Association of Conservation Districts
Board of Directors Meeting – Trenton, NJ
Monday, May June 8, 2015

MINUTES

Members Present: Ray Cywinski, Tony DiLodovico, Dan Galletta, Jay Kandle, Dennis Dougherty, Charles Buscaglia

Also present: Frank Minch, Rich Belcher, Ines Zimmerman, Carrie Mosley, Desiree L. Dunn, Executive Director

Convene the Meeting: President Ray Cywinski called the meeting to order at 11:30AM.

Minutes of the May 11, 2015 Meeting: The Minutes had been emailed to all members of the Board prior to the meeting. In addition, printed copies were circulated at this time. There were no corrections or additions to the minutes.

Motion: It was moved by Dan Galletta and seconded by Tony DiLodovico to approve the Minutes as corrected. The motion passed. Dennis Dougherty abstained.

Financial Report: Dennis Dougherty, Treasurer, presented the following Treasurer's Report as of May 29, 2015:

The following accounts are at Wells Fargo Bank, or as noted otherwise:

• Business Performance Savings Account #1262 (Scholarship)	\$8,245.49
• Certificate of Deposit (Freedom Bank)	\$40,000.00*
• Business Checking Account #0881 (Envirothon)	\$39,016.89
• Certificate of Deposit (Freedom Bank)	\$30,000.00**
• Business Checking Account #5944 (General Account)	\$49,793.41
• Business Savings Account #76812 (General Account)	\$25,020.80

* Accrued Interest as of 12/31/14 = \$497.51

** Accrued Interest as of 12/31/15 = \$373.15

The Treasurer's Report was presented in a format, which provided a comparison to the previous month's balance.

Motion: It was moved by Charles Buscaglia and seconded by Tony DiLodovico to accept the Treasurer's Report as presented.

NJACD Memorial Scholarship Fund: The current status in regards to the recipient's tuition account at Rutgers University was verified with the Bursar's Office. The recipient is enrolled for the Fall Semester. Treasurer Dougherty issued the check accordingly.

Envirothon Account:

Rich Belcher provided a detailed Financial Report of the 2015 Envirothon.

- Receipts and Expenditures
- Donations and In-Kind Services
- Coordinator Expenses to 2015 National Envirothon

The Total Anticipated Reserve for the 2016 Envirothon is \$7,792.66.

Rich Belcher has been invited to attend the 2015 National Envirothon as a Chaperon. This will be a savings of \$800.00 for the Association. The registration fee of \$1,300.00 will be paid.

11:44AM Tony DiLodovico excused himself from the meeting for an appointment.

2015 Conservation Education Awards Ceremony:

Rich Belcher provided a detailed Financial Report for the 2015 Conservation Education Awards ceremony.

- Receipts and Expenditures
- SSCC Expenses
- Prizes Awarded

Treasurer Dougherty reported all expenditures were well within the 2015 Budget constraints.

President's Report:

President Ray Cywinski is developing an email to all districts in regards to the upcoming 2016 Northeast Regional Meeting. The email will contain criteria to consider when bidding to host the Regional Meeting. The criteria include:

- Available lodging for attendees
- Availability of Meeting Rooms
- Sites to visit relating to conservation
- Cultural Sites to visit
- Transportation, including airports and ground transportation

President Cywinski will share his draft with Board Members as he develops the letter for the Districts.

The anticipated attendance based upon recent Regional Meetings would range between 150 to 200 attendees.

Data on the Rhode Island Region would be helpful in determining the number of meeting rooms and rooms needed for the various breakout sessions. Auditoriums should be considered as well for General Sessions.

President Cywinski will ask Districts for suggestions of a theme for the Northeast Regional Meeting.

Ines Zimmerman suggested making the Theme of the Regional Meeting appealing to a larger audience. West Virginia's theme tends to be more "West Virginia " eccentric than universal. West Virginia placed a major emphasis upon Mine Restoration and Reclamation

The accommodations for the West Virginia Northeast Regional Meeting are also very reasonable in terms of cost for attendees. It will be more difficult for New Jersey to be in the same price range.

NJACD Annual Conference:

Once again, the 2015 Annual Conference will be held at the Rutgers ECO Complex. The preferred dates sought are October 16, 23 or 30, 2015; however, Fridays present a problem at the ECO Complex. The premises must be vacated early due to prior commitments. Rich Belcher will check into available Thursday dates.

President Cywinski facilitated a “Brainstorming Session” for the purpose of developing a theme for the 2015 Annual Conference.

- Stormwater management dominated the discussion.
- How Stormwater Management relates to Climate Change
- Opportunities for Districts to assist municipalities in Stormwater Management comply with NJDEP requirements.

It was generally agreed that the theme should reflect *“Celebrating Soil Conservation’s Recognition As A Leader In Protecting Our Natural Resources”*.

In addition, *“The Importance Of Storm Water Management In Relation To Climate Change”* was also suggested. President Cywinski initiate a draft based upon the group’s discussion as mentioned previously.

It was suggested to invite a speaker to the Annual Conference that can speak on the topic of “Harassment In The Field and Anti-Discrimination”.

Dr. Brockley is an excellent speaker on the topic of “Climate Change”.

Executive Director’s Report:

Association Files and Records:

- Desiree Dunn has received all files from former Executive Director Robert Dobbs.
- Executive Director Dunn has combined and condensed all files in binders for ease of storage and recovering information.

NJACD Website:

- Executive Director Dunn has visited the NJACD Website and has suggested improvements that will benefit visitors to the site.
- Improvements could include simple items such as NJACD contact information not readily available.
- President Cywinski will introduce Desiree to the Webmaster.

Grant Search Directory:

Executive Director Dunn suggested subscribing to a Grant Search Directory as a resource for locating potential Grant sources for the Association.

Executive Director Dunn proposed a 50/50 split between the Executive Director and the Association with respect to the annual subscription cost.

Motion: It was moved by Dennis Dougherty and seconded by Dan Galletta to purchase the subscription on an annual basis starting July 1, 2015 on a 50/50 split as per Executive Director's Dunn recommendation. The Motion passed unanimously.

2015 Envirothon:

The Awards Ceremony was held on Tuesday, May 19th. Rich Belcher attended as well as President Ray Cywinski. The Awards Ceremony was a success and was well received. Governor Christie made a very brief "cameo" appearance.

Old Business:

Vice-president Dan Galletta researched the NJACD's current by-laws in regards to the issue of non-dues paying Districts and their status as far as voting rights in Association business.

Vice-president Galletta it is a matter of "By-Laws vs. Policy" adoption. It is far easier for the Board to develop Policy in terms of dues payment than amendments to the By-Laws. By-Law amendments would require a 2/3's majority vote at an Annual Conference to address the current issue at hand.

Vice-president Galletta will send each Board Member his research on the By-Laws by email for each Board Member to review.

Criteria for "Hardship Cases" should be discussed as the Board develops Policy.

NACD Report:

Budget:

Treasurer Dennis Dougherty will draft a Budget for the Board's consideration for the August NJACD Board of Directors Meeting.

There are funds available in the Budget for Executive Director Desiree Dunn to attend the North East Regional Meeting in August.

NRCS Report:

NRCS State Conservationist Carrie Mosley reported on funding opportunities that may be available to Local Soil Conservation Districts.

- There is a need to monitor “easements” on preserved farmland in 2015.
- Inspections would be conducted over the summer of 2015 and completed by September 30, 2015.
- Inspections entail Site Visits, Photography and Filing Forms.
- Districts can also participate in setting up Local Workgroups for various meetings.

Nomination Committee:

President Cywinski will appointment a Nomination Committee for the Annual Conference election of Officer’s. There was a consensus of opinion that the current Officers would serve in their positions with the exception of Secretary Kandle.

President Cywinski appointed Vice-President Tony DiLodovico as Chairman of the Nomination Committee. It was mentioned the Association should look for candidates from the Northern Districts given the fact the majority of the Board represents the Southern portion of the state.

Next Meeting:

The next regular meeting of NJACD Board of Directors would be held on the second Monday of July. It was suggested the meeting should be a “Conference Call” rather than travel to Trenton.

Adjournment:

Motion: It was moved by Charles Buscaglia and seconded by Dan Galletta to adjourn the meeting. The Motion passed unanimously.

Meeting Adjourned at 1:27PM

Respectively submitted,

Jay Kandle
Secretary