



**Board of Director's Teleconference Meeting**  
**Monday, February 22, 2016**  
**MINUTES**

**Members participating:** Ray Cywinski, Board President; Dan Galletta; Dennis Dougherty; Jay Kandle; Tony DiLodovico; and, Joe Lomax

**Also Participating:** Desiree Dunn, Executive Director; Carrie Lindig, NRCS State Conservationist; Chad Cherefko, (NRCS); Rich Belcher, NJDA; Dave Reilly, Cape Atlantic District; Bob Reitmeyer, Burlington District

**Call to Order:** President **Cywinski** convened the meeting @ **12:04 PM**

**Motion to Approve Minutes:** The Minutes from January 11, 2015 were provided by E-mail to all members of the Board. Hearing no questions or comments, **Cywinski** entertained a **motion to approve**.

- **Dougherty so moved. Lomax seconded. No abstentions. No objections. Voice Vote: All members voted "aye" in the affirmative. Motion carried.**

**Resolutions:**

- A. **Cywinski** explained and entertained a **motion to appoint Galletta to serve as Board Secretary with Dunn recording and drafting minutes for his review**.
- **Lomax so moved. Dougherty seconded. No abstentions. No objections. Voice Vote: All members voted "aye" in the affirmative. Motion carried.**
  
- B. **Cywinski** read the following Resolution into the Minutes and **entertained a motion to approve the following Banking Resolution –**

**RESOLUTION**

On Monday, February 22, 2016, the Board of Directors of the New Jersey Association of Conservation District met and approved the following Resolution:

Be it resolved that on a majority vote, the Board of Directors of the New Jersey Association of Conservation Districts authorized that two signatures will be required on all checks and transactions, and that the following signers are authorized on any and all Bank Accounts of the New Jersey Association of Conservation Districts:

- Raymond Cywinski
- Dennis B. Dougherty
- Anthony DiLodovico
- Daniel Galletta

- **Lomax so moved. [Dougherty Dennis](#) seconded. No abstentions. No objections. Voice Vote: All members voted “aye” in the affirmative. Motion carried.**

**Financial Report:** Dougherty read the following report supplied to all members via e-mail and herein incorporated:

**TREASURER’S REPORT 2/20/2016**

**(Deposits & Disbursements thru 2/1/2016)**

The following accounts are at Wells Fargo Bank, or as noted, as of 2/1/2016:

	<u>12/11/2015</u>	<u>2/1/2016</u>
-Business Savings Acct #1262 (Scholarship)	\$6,747.26	\$6,747.83
-Certificate of Deposit (Freedom Bank)	\$40,000.00*	\$40,000.00*
-Business Checking Acct #0881 (Envirothon)	\$32,191.33	\$29,316.21
-Certificate of Deposit (Freedom Bank)	\$30,000.00**	\$30,000.00**
-Business Check Acct #5944 (General Account)	\$34,316.23	\$36,475.85
-Business Save Acct #76812 (General Account)	\$25,030.84	\$25,034.24

\* Accrued Interest as of 12/31/2015: \$1,106.75

\*\* Accrued Interest as of 12/31/2015: \$830.08

**Discussion:** Board members reiterated the need previously expressed to find higher yielding investments. Hearing no other comments or questions, **Cywinski** entertained a **motion to accept the Treasurer’s Report.**

- **DiLodovico so moved. Galletta seconded. No abstentions. No objections. Voice Vote: All members voted “aye” in the affirmative. Motion carried.**

Discussion then ensued regarding Dougherty’s inquiry about reducing **Annual dues**. Since some Districts are struggling, are changes warranted? Board members concurred that \$750 annual fee should remain in light of greater expenses anticipated in 2016. **Reilly** offered the District perspective that all additional requests for support need to be known early in order to incorporate into operating budgets. **Belcher** said he will resend the request for Envirothon support and **Cywinski** said the appeal [for support](#) letters were just approved in January. **Lindig** suggested that when asking for 2016 dues payments, greater effort should be taken to highlight the services offered [by the Board of Directors](#), the [supervisor](#) manuals and working groups, for the Districts and other NJACD accomplishments. **Cywinski** offered to work with Dougherty on drafting new text to accompany the Dues Notices.

**Executive Director’s Report:** Upon request, deferred due to illness.

**Envirothon:** Belcher updated the Board. Applications have been made by 14 schools to participate this year, including three (3) new ones. Looking for individual to give segment on invasives [species](#) due to the recent unfortunate passing of Dave Johnson. Two (2) more planning meetings are scheduled **for April 12<sup>th</sup> at Pratt Forest (south) and April 20<sup>th</sup> at Stokes State Forest (north)**. Discussion ensued regarding funding / reimbursement from NRCS. **Cywinski** said hopefully District contributions will ensure the program remains financially sustaining. **Belcher** asked for ~~a~~ polo shirts [at](#) \$12.48 per shirt for 48 items as Staff has requested so that they can promote the program at work. **Consensus: good idea and Cywinski entertained a motion to approve expenditure.**

- **Dougherty so moved. Lomax seconded. No abstentions. No objections. Voice Vote: All members voted “aye” in the affirmative. Motion carried.**

**Conservation Poster Contest:** Update offered by **Belcher**. NJ received three (3) first-place winners. **Dunn** requested jpegs of the winners and was directed to the national website. Discussion ensued.

**Regional Supervisors Meetings:** Dates established as per agenda which will entail updates on [supervisor](#) manuals, promotion & solicitation for NENACD. Except for the South, locations in the North and Central have been chosen. [The dates for the meetings are as follows: Central – Wed., March 30<sup>th</sup>; South – Tues., April 5<sup>th</sup>; and North- Thurs., April 7<sup>th</sup>.](#) **Lindig** described how she will discuss conservation planning and give updates about the last years’ grants. Discussion ensued about National showing more interest and funding for urban conservation projects. **Reilly** discussed how each District could offer 5 minute presentations to the Supervisors to show what they have done. Board concurred. **Cywinski offered to send letters requesting same.**

#### **2016 NENACD Event Planning:**

- a. **Welcome address – Cywinski** to offer same & look to invite dignitaries for Monday. The **Secretary of Agriculture** confirmed to give address on Monday. **Reilly** ~~may be was~~ able to get coast guard color guard ~~/~~ from one of the military facilities [for the PMC](#). 50th anniversary also used local high school to give a medley of patriotic [songs](#). Confirmations solicited and pending.
- b. **Speakers - Reilly** did speak to Souza and confirmed. **Ray Mueller** requested. **Lomax** - requested breakout sessions for NRCS & NASCA. **Cywinski** has email to all states to see if they need a room. Discussion ensued. Consensus to explore more speakers. **Lomax** requested contact info for Laura Lengnick, **Dunn’s** suggestion from the PASA Conference.
- c. **Tours - Reilly** described that the big impression he came away with from Reno was the partnership opportunities and the many spots used to promote said relationship / support. Sundays tours are almost set and he wanted the greenlight from the NENACD planning group that concurrent tours (one, inland; the other, coastal) would be planned for Tuesday, with both to meet up at **Thomasello Wineries**. Packets could be provided for self-guided tours of the area. Each tour to focus on [251, NRCS partnership programs and other relevant activities](#). If agreed, he will nail down prices and transportation. Entertainment still needed. [He suggested to Outreach](#) ~~out has been made to an~~ [Acapella groups](#), but he needs a budget. **Dunn** asked what time sets he’s looking for – 3-hours.

**Lomax** suggested a lunch @ Seaview [for a committee](#) to nail down specifics. **Reitmeyer** to look into a magician for Sunday night to provide extra light entertainment. **Cywinski** will confirm with Charles Darwin impersonator, for availability. **Consensus: all in favor of concurrent tours, as described.**

**d. Transportation** – Pending.

**e. Sponsorship levels** – **Cywinski** to send out alternate levels, [trying to keep it under \\$200.](#)

**f. Silent auction - Reilly** asked for methodology. Suggested “Chinese auction” format. **Dunn** suggested “Tricky Tray.” **Consensus: All agreed it should be a combination of traditional Silent Auction & an alternative “to keep excitement brewing” with proceeds to go toward Envirothon or scholarship fund. Cywinski recommended a 50:50 toward widely known charitable organizations.**

**Scholarship funds** – Discussion ensued regarding one fund. Belcher to prepare letters to go out at May award ceremony or August, at NENACD.

With no further business to address, the meeting concluded @ 1:32 PM.

Minutes prepared by:

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Desiree L. Dunn, Executive Director

[Submitted by:](#)

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[Daniel J. Galletta, Secretary](#)

***v APPROVED March 14, 2016***

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