



Board of Director's Regular Meeting - Trenton

March 14, 2016

MINUTES

NJACD Board members present: Ray Cywinski, Board President; Tony DiLodovico; Dennis Dougherty; Charlie Buscaglia; Joe Lomax

Members Excused: Dan Galletta

Also Present: Richard Belcher (NJDA); Frank Minch (SSCC); David Reilly (Cape – Atlantic District); Rob Reitmeyer (Burlington District); Ines Zimmerman (Freehold District); Christine Raabe (Ocean District); Desiree Dunn, (NJACD) (arrived 12:30PM)

Call to Order: Board President, Cywinski called the meeting to order **@12:05PM.**

***Raabe** took detailed notes in Dunn's absence.

Approval of Minutes: **Cywinski** entertained a motion to approve the 2-22-16 Teleconference Minutes prepared by Dunn, reviewed by Board Secretary, Galletta, and transmitted to all via e-mail.

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

Financial Report:

Board Treasurer, Dougherty presented his report for review.

- General Account – Discussion. **Cywinski** sought a motion to allow him to look into moving CD's to another bank to increase interest rate.
- **Lomax so moved to allow him to investigate. Dilodovico seconded. No abstentions. No objections. Voice Vote: All members present voted "aye in the affirmative. Motion carried.**
- SCD Membership dues (\$750/year). In 2015, all SCD paid up.
- NJACD Envirothon -
- NJACD Memorial Scholarship Fund
- 2016 NJACD Membership Dues - 2016 dues notice sent to all SCDs.

Cywinski entertained a motion to accept Treasurer's Report.

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

Regional Supervisor Meetings: **Cywinski** presented topics for agenda of meetings which include:

- NE NACD Meeting;
- Results of 2015 NRCS programs with Districts;
- Electronic Data Processing System and Capacity Building/ HXH Database Updates.

Discussion: Minch initiated discussion regarding suggested additional items to agenda for Northern meeting. Some errors/omissions on the registration forms that were emailed. Dunn correcting and resending. All programs begin at 6:30 PM

- **Central** – Wed. March 30

- **South** – Tue. April 5
- **North** – Thu. April 7

Northeast Regional Meeting Planning:

Discussion: Reilly presented a summary of the March 9th on-site Planning Meeting, hosted as a working brunch at Seaview compliments of the Cape Atlantic District. Notes of proceedings were taken by Marie _____ from his office, as well as recorded by Dunn. **Reilly** prepared for review & discussion the itineraries for 3 tours - Sunday 8/14, and 2 concurrent tours for Tuesday 8/15. Some review and discussion ensued. Consensus that the Planning Committee should meet every 2 weeks from now until the conference.

Lomax focuses discussion regarding:

- Welcome Address (Dignitaries)
- Speakers
- Sponsorships
- Tours
- Sunday Entertainment
- Silent Auction – Proceeds

***Dunn** arrived and assumed role of minute taker.

Discussion continued regarding:

- **Lomax** described how Welcome Address should meet a key goal. Perhaps Stockton can speak?
- **Cywinski** asked about color guard. Reilly to follow up.
- **Keynote Speakers: Lomax** described choices to date, Luncheon as a networking opportunity with no lectures preferred. Discussion ensued about not wanting to focus exclusively on NJ to appeal to out-of-state guests.
- **Lomax** described how breakout sessions are being planned to reach out of state.
- **Reilly** described the Tours in greater detail. He said although logistics for all still have to be ironed out but the plan as agreed is to have them culminate Tuesday evening with a dinner at Thomasello Winery.
- **Zimmerman** commented that it was good that Sunday’s Tour will include a lunch as it also serves as NJDCEA’s biggest fundraiser, thus they will cover most / if not all of the costs.
- Time frames for the required Annual Business Meeting and Partner Meetings were discussed, perhaps as breakfast meetings recalling that such past meetings started @ 6:30 AM. **Lomax to check into whether this can occur;**
- The printed conference program size was questioned;
- Providing a possible shuttle bus to Atlantic City (**Belcher to check**);
- Casino shuttles (**Raabe to check**);
- The importance of offering high quality and abundant food throughout the event;
- **Reilly & Lomax** to work on pricing (\$35 - \$45 p.p.) for Thomasello;
- **Belcher** commented that table seating must be provided for every attendee at the Winery, **consensus** that indeed it cannot be a standing party as planned and facility tours may be incorporated to break up crowds;
- Questions about how Jersey Fresh may be incorporated;
- Registration costs discussed;
- **Dunn to develop a Gantt Chart.**
- **Package Goods Orchestra (PGO)** pricing discussed - \$750, as well as other multiple entertainment options Dunn was asked to pursue and presented a chart of same for review. **Consensus that PGO should play Tuesday night for price mentioned. Raabe** will contract with the group. **Dunn** brought up the need to secure insurance and riders for all performers. **Raabe** requested Dunn to provide a sample of what’s needed. (Dunn agreed and also

suggested that performers should have their own.) **Dunn** advised to check with Stockton College for Sunday night performer(s).

- Raffle tickets discussed as well as the general format for the Silent Auction and beneficiary.
- **DiLodovico to check with the Builders Association for their offering certifications for attendance.**
- **Another NE NACD Planning Conference Call scheduled for March 28th**

@ 1:25 PM, with no further discussion forthcoming, **Cywinski** entertained a motion to Adjourn.

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

Minutes prepared by:

Desiree L. Dunn, Executive Director

Minutes Reviewed & Presented for Board Approval by:

Dan Galletta, NJACD Board Secretary

✓ APPROVED May 9, 2016