

Empire Chapter – Soil and Water Conservation Society

Meeting Minutes – Council Conference Call

1PM – 3PM

July 17, 2013

Call-in Number: 605-475-6700 and Pass Code: 306-5726#

- 1) Welcome
 - Council members present: Jan, Brad, Scott, Cherie, Elaine, Caitlin, Lisa, and Jess
 - Caitlin prepared the minutes.
- 2) Review/Approval of minutes from the June 19, 2013 Council Meeting
 - One grammar mistake found. Caitlin will change and send to Cherie.
 - A motion was brought by Elaine to accept the minutes.
 - Cherie seconded.
 - The motion was approved by unanimous consent.
- 3) Treasurer's Report (L. Miller, J. Sargis, All)
 - Lisa confirmed that book sales are down since last meeting.
 - Jess got ahold of the Van Guard account owners and confirmed that a check can be written from the checking account and deposited in the Van Guard account. Lisa will write a check for [REDACTED] to be deposited in the Van Guard account. This transaction will complete the money owed back to the Van Guard account for publishing the new Contractor's Field Notebook.
 - Lisa contacted the accountant who is working on the 990 EZ form from 2012 to determine when that was going to be ready and filed. The accountant said that it would be in the mail this week. Lisa will then send it to Heath and Jess for signatures.
 - Elaine asked Lisa why we had a loss in income versus last month's Treasurer's Report (See Budget sheet - unrealized gains and losses). Lisa determined there was a loss in the Vanguard account (investment activity sheet high-lighted in yellow).
 - A motion was brought by Cherie to approve the Treasurer's report from June 17, 2013 to July 12, 2013.
 - Scott seconded.
 - The motion was approved by unanimous consent.
- 4) Lisa's Invoice 13-07 (All)
 - Lisa would like to make a new invoice to document that the Society owes the accountant [REDACTED] for the filing of the 990 EZ.
 - There were no objections to the approval of Lisa's invoice #13-07 for [REDACTED].
 - A motion was brought by Scott to accept the invoice and pay Lisa [REDACTED].
 - Elaine seconded.
 - The motion was approved by unanimous consent.

- 5) 1 Year and 5 Year Strategic Plan (Aaron, All)
- Aaron was not present at the meeting. He sent an email on May 22, 2013 regarding some ideas for a Strategic Plan. Cherie would like council members to review the email and compose an email conversation.
- 6) Summer meeting ideas/updates
- There was confusion amongst the Society regarding the summer meeting.
 - Brad made a motion regarding the summer tour: In place of a summer tour, the Empire Chapter SWCS would like to support the Paul Salon tour at the Cuddeback Farm on 8/21/13. Also, Paul would have to re-submit the mini-grant request himself since he is a member of the Empire Chapter SWCS (originally filed by Jason Cuddeback – non-member)
 - Scott seconded.
 - The motion was approved by unanimous consent.
- 7) Discuss the On Farm Soil Health Demonstration on Wednesday, August 21, 2013
- Jason Cuddeback sent in a mini-grant request for the event hosted by Paul Salon. The Cayuga SWCD does not have any involvement and a mini-grant request can only be approved to a member of the SWCS. Jason asked for [REDACTED] when Paul Salon mentioned via email that [REDACTED] would be sufficient and they would look for funding from other sources.
 - Scott said that the Society could send [REDACTED] to a vendor of Paul's choice as the Society's money should not go directly to Paul (NRCS employee).
 - It was decided that Scott would contact Paul and do the following: ask him to re-submit the application, ask what vendor the Society can send a check to, and obtain information about the event to promote amongst SWCS members.
 - Jason Cuddeback also sent in a mini-grant request amounting to [REDACTED] for funding an experiment using a new composting system at a local horse farm (O₂ Compost – Micro-Bin Compost System). Again, Jason is not a member and the intent of the funding does not match part of the SWCS mission. Scott will contact Jason about his request and determine the intent or validity of the event to receive funding.
 - Cherie would like to update the mini-grant bylaws on the Empire Chapter SWCS website.
 - There was discussion regarding funding. If there are ever requests for funding from the Empire Chapter SWCS by a member, the mini-grant application would be sent to them. This allows the council members to match the bylaws and review the budget when receiving grant requests.
 - Cherie motioned to use the mini-grant application process when any SWCS member sends in an application for any kind of funding.
 - Jan seconded.
 - The motion was approved by unanimous consent.
- Side note: Jess would like to sponsor the Envirothon next year for their 25th anniversary. The contact information regarding the Conservation Workshop and

Envirothon are as follows, respectively: Kristin at Seneca County – 315-568-4366 and Sandy Huey – 315-252-4171 x 125.

8) Topics for November Meeting

- Cherie has been looking into this topic. She is thinking of having a half day seminar with talks given by CPESC & Engineers. Dana Chapman would talk for an hour regarding common engineering practices; a lady in Rochester would discuss stormwater solutions; and an environmental engineer from Obrien & Gere who works with Don Lake would speak. Cherie would make sure that continuation credits are available and are sent to the appropriate organizations.
- Cherie will look into a date.

Programmatic

9) Next Council Meeting: Wednesday, August 21, 2013, 1-3 PM conference call - up for discussion because it's the same day as the On Farm Soil Health Demonstration..

- NRCS has previous engagements on 8/21/13 so the **next council meeting will be on August 14, 2013 from 1-3 PM.**
- Scott would like to update the mini-grant page on the website. He will send Cherie a marked up draft and she will make the changes.
- A motion was brought by Cherie to adjourn the meeting.
- Elaine seconded.
- The motion was approved by unanimous consent.