

DRAFT

Meeting Record- NCRC&D Board Meeting
April 15, 2009, Pease Library, Plymouth, NH

The meeting was opened by Chairman Dan McLaughlin at 5:05 pm

Council members present: Russ Dowd, Lisa Rixen, Joan Turley, Bob Harrington, John Hodsdon, and Ben Hudson

Council and NRCS Staff present: Rick DeMark, Pat Tarpey

Absent: Adam Tatem, Nate Miller, Jeff Hayes

Item 1 Introductions were made around the table including new GCCD Liaison to the NCRC&D, Ben Hudson.

R. DeMark handed out a new contact and appointment lists for Board of Directors. Two email updates were pointed out for Joan Turley and John Hodsdon. DeMark will send out a new copy with the email updates. DeMark pointed out the current vacancies on the board and the ability to give Joan Turley voting rights as an Associate Council Member.

Item 2 Pat Tarpey informed the board that we received a grant for \$3,925.00 from NH Charitable Foundation to reprint the NH Rural Fire Resource Quick Guide. The "Guide" was last printed 13 years ago. An expansion of Ann Bowes duties will allow her to be responsible for ensuring the reprint gets done. Bob Harrington made a motion to accept the grant John Hodsdon seconded it. The board voted to accept the grant.

Tarpey updated the board on the grant from NH Homeland Security for \$87,087.00. 10 towns will be assisted with water resource/hazard mitigation plans and 20 towns with hydrant designs will be included. The required match for the grant will come from the true value of the delivered package along with an administrative charge to the town for each hydrant design. Joan made a motion to accept the update from Tarpey and give Lisa Rixen the ability to sign any required paperwork in Adam Tatem's absence, Russ seconded it. The board vote passed.

Item 3 R. DeMark explained that NRCS State Conservationist George Cleek offered \$12,000.00 for a cooperative agreement for Area Plan implementation support to North Country and Southern NH RC&D councils. R. Dowd made a motion to accept the agreement and authorize the Chairman to sign it, Rixen seconded it. The board vote passed.

Item 4: Joan Turley made a motion to accept the minutes from the April/2008 Annual Meeting, the 12/10/08 board of directors meeting along with the leadership team minutes from 1/20/09 and 3/17/09, Bob Harrington seconded it. The board vote passed.

Item 5 A financial report was presented. The board agreed the finance committee would meet with Rose the book keeper to have her explain QuickBooks's Board account and

project tracking methods. Joan Turley recommended doing a performance review. The finance committee will meet with Rose prior to the next scheduled board meeting.

Item 6: Financial management policies were presented for acceptance. After some discussion it was decided board members would take polices home to review. ACTION: Anyone with suggested changes would get them back to the financial committee before the next meeting, so they can be voted on at that time. Joan Turley made a motion to postpone voting on the policies until the next board meeting, Ben Hudson seconded it, vote passed.

Item 7 It was decided D. McLaughlin and Russ Dowd will be attending the national conference. DeMark presented 4 different options on what it would cost the board. This would leave some money in the training/travel budget for members to attend the fall conference. J. Hodsdon made a motion to select option 4 which included paying for 3 nights lodging, McLaughlin and Dowd will share a room, registration and all activities/extra meals be paid up to the amount of \$440.00, and airfare be paid for to coincide with the 3 nights lodging. Attendees will pay for extra room charge and airfare if they wish to exceed 3 nights Bob Harrington seconded it. Vote passed.

Item 8 John Hodsdon made a motion to go into an executive session at 6:30 to discuss employment agreements, Bob Harrington seconded it. At 6:50 the board came back out of the executive session. John Hodsdon made a motion to accept the employment agreement Bob Harrington seconded it. Vote passed

Item 9 Two operating budgets were presented. The first included 3 grants that are pending. The second did not include the 3 pending grants and leaves the board with a deficit of \$368.56. The new budget gives the board a clearer picture of project costs, and an in-kind column has been added to give the board a better look at total financial project impact. Rixen made a motion to accept the budget which did not have the 3 pending grants, Harrington seconded it. Vote passed.

Item 10 Letters submitted by board members to congressmen, along with responses from congressmen were handed out. Dowd mentioned he will be attending a meeting relating to renewable energy and biomass.

Item 11 A discussion around the RC&D office moving into the new Forest Service WMNF Headquarters in Campton was held. The rental cost would be \$10,000.00 a year. The board would have to pay the yearly rental fee as NRCS has informed the FS that it cannot. Rixen made a motion to stay at the current space at the federal building in Laconia, Dowd seconded it. Vote passed. ACTION – A thank you letter will be sent to Tom Wagner at the Forest Service for his effort to accommodate the RC&D office.

Item 12 The results of the online survey for the area plan were handed out. Next steps include a meeting in Grafton and Belknap County, which are already setup. Data collection will be completed by June, and in July we will start writing the plan from data collected.

Item 13 The board agreed to meet May 28th at 5pm to update the 08/09 Plan of Work

Item 14 The board decided it would try to meet the requirements Circle of Diamonds designation from the National Association of RC&D Councils. This will be discussed at the next Board Meeting on May 28, 2009.

Item 15 DeMark handed out our current bylaws and indicated there will need to be some amendments as recommended by the national Association and new IRS regulations. This could be done at a special meeting in July. McLaughlin will work with DeMark on a reviewing the bylaws. Rixen made a motion to have the July Board of Directors meeting, announced as a special meeting for this purpose, John Hodsdon seconded it. Vote passed.

Item 16 DeMark handed out his coordinators report, which had all project updates. He handed out 2 proposals that have been submitted for funding. A NH Greenhouse Gas Emissions (RGGI) Fund and a proposal to USDA RD for second year Rural Business Enterprise funding for the North Country Farm Fresh Cooperative project.

Item 17 DeMark encouraged board members to go to the nhrecovery.gov website to look at opportunities from the ARA stimulus package.

Item 18 Other business – Bob Harrington informed the board that Prescott Farm will not be working with NH Audubon in the upcoming year.

Joan made a motion to adjourn the meeting, seconded by John. Meeting adjourned at 8:07 pm

Respectfully Submitted,
Lisa M. Rixen, Vice Chair