

Piedmont Conservation Council, Inc.

FINAL Full Council Meeting Minutes

April 25, 2013

Members Present: Alex Ashton (Chairman, Guilford), Eddie Culberson (Vice-Chair, Durham), Norton Webster (Secretary, Chatham), Rudy Langley (Treasurer, Alamance), Frank Green (Rockingham), Hazel Puckett (Rockingham), Bill Alston (Randolph), Gail Hughes (Orange), Millie Langley (Alamance), Janet MacFall (Alamance), Tushar Mahale (Wake),

Staff Present: Jacob Leech

Guests Present: Terry Hackett (Council Applicant), Sandra Weitzel, Lindsay Edwards

- I. Call to Order & Chairman Comments – Alex Ashton, Chairman
 - a. Alex Ashton called the meeting to order at 6:10 p.m. on April 25th, 2013 at Alamance Community College in Graham, NC and confirmed the presence of a quorum.
- II. Approval of Minutes from April 18, 2013 Full Council meeting unanimously approved (M: Alston, 2: Green; Unanimously approved).
- III. Discussion/ Decision Items
 - a. Officer Elections – Frank Green, head of the nominating committee, nominated Alex Ashton as Chairman, Eddie Culberson as Vice Chairman, Rudy Langley as Treasurer, and Norton Webster as Secretary. Other EB posts will remain unchanged. A motion was made to close nominations (M: R. Langley, 2: Green). Frank motioned to accept the nominations (M: Green, 2: R. Langley; Unanimously approved).
 - b. Introduction of Guests – Bill Alston introduced his guest, Lindsay Edwards, who is also from Randolph County. Lindsay is a senior at NC State University studying environmental science and soil science and has potential interest in becoming involved with PCC.
 - c. Council Election – Terry Hackett introduced himself and gave a brief background. He then stepped out of the room for Council discussion. Gail Hughes noted that Terry is very active within the Orange County community and played a significant role in implementation of the CW Stanford project. A motion was made to accept Terry's application to the Council (M: R. Langley, 2: Alston; Unanimously approved).
 - d. Person County Membership – A motion was made to add Person County as a PCC member county (M: Green, 2: Rudy; Unanimously approved). Alex noted that this may require a change to the bylaws which could be done in July.
 - e. Recovering Files – Discussions had taken place about the need to sort and recover the old PCC files being stored at the Rockingham County Ag Center. Rudy suggested holding the next board meeting at that location and reviewing the files then. Hazel will make arrangements with Cooperative Extension to use their office for a meeting location.
 - f. Fiduciary Bond – Rudy Langely presented two options for increased protection for PCC. To double the current liability policy (currently \$1M occurrence/\$2M aggregate) would

cost \$800/yr. Bonding five board members would cost \$359/year through Utica. He will gather more estimates before the board makes a decision.

- g. FY 2012 Yellow-Book Audit – Jacob Leech presented a summary of the audit findings after a full copy of the report from J. Michael Fargis was distributed. Generally the findings were very positive. One material weakness was noted: *There is not adequate staff to allow for sufficient segregation of financial duties for the organization*. This is common among small organizations with small staff size. The recommendation to remedy this weakness is for the board to continue regular oversight and financial record approval. Also, a recommendation was noted that the organization switch to monthly, accrual based accounting in order to provide current accurate financial information to the board. This recommendation was not due to a noted material weakness.
- h. Quilt Trail – Randolph County has requested a payout of the remaining balance of the Quilt Trail project funds in order to print new brochures. There is \$1,700.00 remaining balance from the project. After deducting PCC administrative fees of \$170, a motion was made to disperse the remaining \$1,530.00 to the Randolph County SWCD (M: Alston, 2: Hughes; Unanimously approved).
- i. Grant Opportunities:
 - 1. EPA 319 Grant – A final budget will be presented at the May meeting after a draft is complete.
 - 2. PART – As part of an ongoing HUD project for regional planning, the Piedmont Authority for Regional Transportation in conjunction with the Piedmont Triad Regional Council have invited PCC to submit a proposal to develop a strategic plan for regional farm incubators using the Hines Chapel Preserve Farm Incubator as a pilot. A motion was made to approve submission of a request not to exceed \$30,000 (M: Culberson, 2: M. Langley; Unanimously approved).
 - 3. EPA 319 Grant(2) – Eddie introduced a possible 319 project that the Durham SWCD was working on but wanted to submit through PCC. Jacob and Eddie were aware of no restriction on the number of 319 applications that a single organization could submit. A motion was made to submit a proposal not to exceed \$200,000 (M: R. Langley, 2: M. Langley; Unanimously approved).
- j. Council Communications – Alex opened the floor for suggestions on how the Council could improve communications with members, keep more folks in the loop, and maintain participation. Bill suggested sending out Executive Board meeting minutes to the full council. Eddie suggested sending additional reminders about scheduled meetings. Tushar mentioned that a fundamental change may be needed. Sandra noted that putting the text in the body of the email rather than all in attachments may be wise. Eddie also mentioned sending out newsletters highlighting project updates, although he suggested that it may be time consuming to implement.
- k. Invoices – the following invoices were approved unanimously as presented (M: R. Langley, 2: Webster; Unanimously approved)
 - 1. JR McAdams Company, Inc.: \$9,641.59
 - 2. Wildlands Engineering: \$607.53

3. Jacob Leech: \$2,500.00
4. Cyberscribe: \$26.20
5. Randolph County SWCD: \$1,530.00
6. J Michael Fargis: \$7,000.00

IV. Updates

- a. Operations/accounting: The Charitable Solicitation License was received from the NC Secretary of State. The Indinero account is not working out so Jacob and Amy Parker Cook may have to figure out another way to track finances.
- b. NCARCDC Annual Meeting: Rudy gave an overview of the annual meeting which he, Millie, Frank, Hazel, and Jacob attended. The meeting was held at Haw River State Park. The NCARCDC is designing a new logo and website and reducing dues.
- c. Conservation Innovation Grants: Norton informed the group that the grant was not feasible because of the match requirement.
- d. Fab Lab Carolinas: Tushar gave a brief update. Several items were listed and distributed as a donation wish-list. Also, wheat straw would be needed for the Soapbox Derby to line each side of the road.
- e. Chapel Hill High: The 319 grant was being drafted and would serve to reduce the request to CWMTF.
- f. Durham Green Roof: Complications are still delaying the project within the DOJ structure. An MOU was signed and submitted but payment was still not received for the EEG grant.
- g. Dam Removals: Lassiter is being scheduled for removal in June.
- h. Caswell Co. Farmland Protection Plan: We are on track to complete the Plan by the June 30 deadline.
- i. Hines Chapel Preserve Incubator Farm: The PART grant will bring some much needed funds to the project planning phase and serve as leverage for future funding.
- j. Pending Grants:
 1. EEG – Award announcements are late.
 2. CWMTF – No update is expected until at least June.
 3. Orange County Outside Agency Funding – Gail reported that the PCC application relating to the Ag Landlord project is in the middle of the ranking pool so still in contention.

V. Board Member Comments, New Business

VI. Upcoming events/meetings

- a. Next Executive Board meeting is scheduled for May 7, 2013 6:30-8:30pm.
- b. Next Full Council meeting is July 18 6-9pm.

VII. Adjournment

The meeting was adjourned at 8:40 pm.