

Piedmont Conservation Council, Inc.
FINAL Executive Board Meeting Minutes
August 6, 2013

EB Members Present: Alex Ashton (Chair, Guilford), Frank Green (Rockingham), Hazel Puckett (Rockingham), Gail Hughes (Orange), Eddie Culberson (Vice-Chair, Durham)

Council Members Present: Bo Rodenbough (Guilford)

Staff Present: Jacob Leech, Taylor Neal

Guests Present: Richard Perritt, Mrs. Perritt, Janice Walker, Rick Walker (from Rain Catchers)

EB Members Absent: Rudy Langley (Treasurer, Alamance), Norton Webster (Chatham), Hester Vernon (Caswell), Bill Alston (Randolph)

- I. **Call to Order & Chairman Comments:** Alex Ashton began the meeting at 6:40 pm and announced the presence of a quorum. There were short introductions of members and guests.
- II. **Minutes:** A motion was made to accept the minutes of the June 4, 2013 and July 18, 2013 Executive Board meetings (M: Hughes, 2: Culberson; unanimously approved).
- III. **Discussion/ Decision Items**
 - a. (6:45) **Rain Catchers Presentation:** Richard Perritt from Rain Catchers LLC gave a presentation to pitch the company's underground rain harvesting and water containment system. The infrastructure of their system consists of specially designed plastic crates and tarps to filter and contain water underground. The company functions to supply the equipment, design site-specific projects, and install these projects. The estimated cost for an 8,000 gallon system was given as \$17,000. Perritt appealed to the PCC board for help identifying pilot/full-scale projects and spreading the word about their system and services. Questions from the board revealed that one of their structures should last 25-30 years, the plastic crates used are BPA free, and that it takes 5,000 gallons of water, on average, to sustain one acre of farmland.
 - b. (7:48) **Joanna Lelekacs Council Member Applicaton:** The board spoke for the immediate approval of the application. Eddie Culberson motioned that Joanna's application be accepted (M: Culberson, 2: Green; unanimously approved).
 - c. (7:54) **Indirect Cost Policy:** Jacob Leech drafted an Indirect Cost Policy for PCC to use when contracting work. It includes a definition of indirect costs and a statement that PCC does not automatically pay them, particularly to educational institutions and university affiliates who typically have high rates. The board commented that the wording was excellent and that the policy does not have to be approved by the full council, because it's not part of the by-laws. Gail Hughes

made a motion to adopt this policy, effective August 2013 (M: Hughes, 2: Puckett; unanimously approved).

- d. (8:00) **Subagreement with CEFS for PART project:** The approval of the board was needed for the CEFS subagreement, including the reduction to \$6,400 from the \$8,000 originally budgeted. Jacob noted that the scope of work for the subagreement is good, but that it may need to be tailored more to fit the PART project. Per Alex Ashton's suggestion, Gail Hughes made a motion that PCC not exceed the \$6,400 amount, pending final amendments to CEFS' scope of work (M: Hughes, 2: Culberson; unanimously approved).
- e. (8:07) **Financial transactions for July/August 2013:** Outgoing funds included payment to Michelle for her time leading the camp and Jacob's invoices. Incoming funds included Fab Lab and EEG payments.

IV. **Updates**

- a. (8:10) **Accounting/Operations:** Jacob noted that the transition to accrual based accounting was going as planned and the Board should be able to begin regular monthly review of financial statements in September.
- b. (8:11) **RC&D Association Award Nominations:** Nominations made at the last meeting include Michelle for volunteering her time at Fab Lab and Jacob for project manager/coordinator of the year. Inquiries about deadlines and official categories still need to be made.
- c. (8:15) **Fab Lab:** Jacob stated that the grant application was turned in, and that, if obtained, would give PCC \$35,000/year for 2 years. Jacob also noted that the soapbox derby was scheduled for August 24th, but that it should be postponed because there has been no news of preparations. Volunteer manpower to set-up and tear-down hay bales at the derby is a concern. The first prototype derby car was created, some parts of which were made using Fab Lab equipment.
- d. (8:20) **Durham Greenroof:** Eddie Culberson stated that it could be the 1st of 2014 before grant winners are announced for the construction funds through EEG. Design work is set to resume immediately to complete the first phase of the project. The work had been delayed due to the contractor's change of work situation.
- e. (8:22) **Chapel Hill High:** Jacob announced that PCC didn't get the 319 funds; the funders liked the project idea, but need the commitment of matching funds. Gail noted that the project has many supporters, including the school system, but that she and Jacob couldn't physically appear in front of the school board to ask for matching funds. It was suggested that the approval of the principal at Chapel Hill High could open some doors. PCC can reapply for the 319 grant again next year, when matching funds have been secured.

- f. (8:33) **Lassiter Mill Dam Removal:** Jacob Leech is attempting to schedule the Lassiter Mill Dam Removal for the week of August 26th.
 - g. (8:33) **Smitherman's and Troy 2 Dam Removals:** The original plan was to remove Smitherman's back-to-back with Lassiter, in order to most efficiently utilize the time of the USFWS construction personnel coming from Mississippi to conduct the removal. However, because the USFWS didn't submit the permit on time, September will be the earliest date of removal for the Montgomery County dam. Alex Ashton noted that they could still be done back-to-back if the Lassiter date was pushed back to September, but Jacob announced that the construction personnel already had a project planned for the month of September. Troy 2 is on hold until Lassiter is completed.
 - h. (8:36) **Caswell County Farmland Protection Plan:** Jacob announced that the plan was complete and that ADFP got their final report, but that he is still waiting on a response to his reimbursement request. Documentation of all the matching funds is still in progress.
 - i. (8:39) **Regional Farm Incubator Project:** Alex announced that PCC is just embarking on the PART project, which includes a Hines Chapel deliverable and an Ag. Landlord project deliverable. Bo Rodenbough will be working with Jacob and Alex to draft a lease of the Guilford County land to PCC for \$1/year for 8-10 years, and the steering committee is still planning to be in front of the Board of Commissioners at the September meeting to approve the plan.
- V. **New Business:**
- a. (8:41) **Discussion of the Rain Catchers presentation**
 - b. (8:50) **Person County Farmland Protection Plan:** Alex proposed the idea of a grant to the ADFP to compose a plan for Person County. Gail said she sees no problem with proceeding, because they plan to pay their dues. There were questions about cost-effectiveness of Caswell County's plan for PCC, but Jacob believes that he can save PCC time and money by organizing the matching documentation and project communication effort from the beginning. Hazel wanted to be sure Person Co. is with the council before the EB/council takes a vote. No motion.
- VI. **Board Comments:** No additional board comments.
- VII. **Upcoming events/meetings:**
- a. Next Executive Board Meeting: September 3, 2013 at Alamance Community College from 6:30-8:30 pm
 - b. Next Full Council Meeting: October 17, 2013 at Eddie Culberson's house for dinner (tentatively)
- VIII. **Adjournment:** The meeting was adjourned at 9:00 pm.