

Piedmont Conservation Council, Inc.

FINAL Executive Board Meeting Minutes

February 5, 2013

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

Staff Present: Jacob Leech

Guests Present: Jimmy Clayton, Brent Bogue, Bruce Whitfield

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

- I. **Call to Order & Chairman Comments:** Alex Ashton, Chair
 - a. Alex Ashton, Chair, began the meeting by welcoming and introducing the guests from Person County: Jimmy Clayton, Brent Bogue, and Bruce Whitfield.
- II. **Minutes:** Hazel Puckett noted a spelling error in the 1/10/2013 EB Meeting Minutes. A motion was made to accept the minutes with the correction. (M: Green, 2: Culberson; Unanimously Approved)
- III. **Discussion/ Decision Items**
 - a. **Person County Membership to PCC:** The purpose of the discussion tonight is to consider the addition of Person County as a member of PCC. The addition would require 1 executive board slot to be filled and up to 2 full council slots by representatives from Person. Eddie added that Durham County had noticed great benefits since joining. Jimmy Clayton noted that stormwater management is a strong topic of interest for their county, and Brent Bogue added that Person would like to get a Farmland Protection Plan. Rudy Langley made a motion to recommend to the Full Council to invite Person County to join PCC. (M: Langley, 2: Green; Unanimously approved)
 - b. **Membership Dues:** Outstanding dues at this time include Durham, Chatham, Orange, Randolph, and Wake counties.
 - c. **NARCDC Annual Meeting:** Rudy Langley reported that he attended the meeting in San Antonio, TX. About 20 people attended, 3 from NC. The Executive Director, Andrew Gordon, was not in attendance but had sent a replacement. They had an idea sharing session for projects around the country.
 - d. **Hugh Hammond Bennett Chapter SWCS Award:** At the upcoming banquet on February 9, PCC will receive an award for Natural Resource Enhancement. Gail Hughes and Millie Langley nominated PCC for the award, due in part to their work on the CW Stanford CWMTF project. Jacob will attend to accept the award on behalf of PCC. Gail, Millie, Eddie and Rudy will also be in attendance. Eddie noted that it is a great opportunity for recruitment of PCC members.
 - e. **NCARCDC Quarterly Teleconference:** Alex participated in the teleconference. The main discussion was about the Annual Meeting, but there was no news of significance to report resulting from the call.

- f. **NCARCDC Annual Meeting:** The Annual Meeting of the NC Association of RC&D Councils will be held at Haw River State Park April 17-18. Registrations are due March 22. Frank Green may be able to attend. Jacob will bring registration forms to the next meeting.
- g. **Grant Opportunities:**
- **Creating New Economies Fund:** Jacob received word from Resourceful Communities that as a result of the Letter of Interest submitted in December, PCC is invited to submit a full proposal to CNEF. The motion was made to submit a proposal for \$11,500 to support the development of the Hines Chapel Farm Incubator project. (M: Puckett, 2: Langley; Unanimously approved)
 - **Chipotle Cultivates:** Jacob described the funding opportunity. Since it is more appropriate for operating funds for the incubator project, PCC will wait for approval from the Guilford County Commissioners before proceeding.
 - **Chapel Hill High School:** There were last minute budget changes from Kimley-Horn that raised the grant request to CWMTF to \$808,000. A motion was made to allow the change and let the proposal go through the review process. (M: Eddie, 2: Langley; Unanimously approved)
- h. **Fab Lab:** In preparation for the final report of the ZSR grant, Michelle Green uncovered inconsistencies between the approved budget and actual expenses. No existing staff previously had a copy of the original project budget so they were unaware of the inconsistency. An effort was being made to communicate with ZSR about the error and preparation for a new grant proposal to that funding source would be delayed until summer. Alex asked that a board member be invited to attend any meeting with ZSR staff if one were granted to assure them that we were taking the error seriously and would assure avoidance of future issues. Eddie recommended a higher level of budget oversight for future Fab Lab grants.
- i. **Routine Budget Expenditures Approval:** In discussing the option to approve execution of routine budgeted expenditures that were itemized in the annual budget, the need for having a bonded individual on the EB was discussed. Rudy Langley will look into the matter as Treasurer and report back in March.
- j. **Invoices:**
- The following were approved for payment in full (M: Langley, 2: Hughes; Unanimously approved):
 1. **Jacob Leech - \$2,500.00**
 2. **Wildlands Engineering - \$2,697.00**
 3. **NCARCDC - \$500**
 4. **Southeastern Association of RC&D Councils - \$150.00**
 5. **Carl Walker Insurance - \$58.00**
 6. **Utica National Insurance - \$107.00**

IV. Updates

- a. **Accounting/Audit:** The first two quarters financials of FY2013 will be completed soon, as will the audit. Results should be available by March.
- b. **EEG Durham Green Roof:** There have been delays with the MOU from EEG. Jacob is attempting to get them to expedite the MOU but has not been receiving responses from their staff on the status.
- c. **ACC CWMTF:** The final report is due February 15 and should be completed on time.
- d. **Farm Incubator:** There is an upcoming Steering Committee meeting and Jacob is working on the proposal for CNEF.
- e. **Dam Removals:** We are waiting for USFWS personnel to schedule a preconstruction site visit, at which time a budget modification will be developed. We plan to have Lassiter and Smithermans completed in June depending on availability of personnel.
- f. **Caswell County FPP:** The consultant is waiting for final edits to be completed then the Advisory Committee will meet to review the plan.
- g. **Farmland Lease Project:** PCC submitted a grant proposal for \$3,000 to Orange County to pilot the program. Alex distributed a handout explaining the project. A motion was made to approve the investigation into legal/accounting needs to pursue the project, as well as to investigate project feasibility. (M: Puckett, 2: Culberson; Unanimously approved)
- h. **Start2Farm Conference:** Jacob reported that the conference would be held in March. He informed the planning committee for the conference of the need to incorporate land access as part of the discussion.

V. New Business

- a. No New Business.

VI. Upcoming events/meetings

- a. Next Executive Board meeting is March 5, 2013 at Alamance Community College 6:30-8:30pm.
- b. Next Full Council meeting is April 25, 2013 at Alamance Community College 6:00-9:00pm.

VII. Adjournment

The meeting was adjourned at 9:00 pm.