

Piedmont Conservation Council, Inc.

DRAFT Executive Board Meeting Minutes

June 7, 2012

Members Present: Alex Ashton (Chairman, Guilford), Eddie Culberson, Vice-Chair (Durham), Frank Green (Rockingham), Hazel Puckett (Rockingham), Gail Hughes (Orange), Bill Alston (Randolph), Jacob Leech (staff)

Members Absent: Hester Vernon, Rudy Langley, Norton Webster

- I. Call to Order & Chairman Comments – Alex Ashton, Chairman
 - a. Alex Ashton called the meeting to order at 7:05 p.m. on June 7th, 2012 at Alamance Community College in Graham and confirmed the presence of a quorum.
- II. Approval of Minutes from April 19th was deferred until the July Council meeting. The minutes from the May 8th meeting were approved. (M: Hughes, 2: Culberson. Unanimously approved).
- III. Discussion/Decision Items
 - a. Eddie Culberson requested that with the addition of Norton Webster to the Executive Board as a representative of Chatham County, Eddie would like to represent Durham County. (M: Alston, 2: Green. Unanimously approved)
 - b. Addition of Robin Hammond to Executive Board – Jacob confirmed that he had a conversation with Robin in which he informed her that the Executive Board had nominated her as a member of the Executive Board as a representative of Wake County. Robin accepted the nomination but was unable to attend the meeting. (M: Culberson, 2: Alston. Unanimously approved)
 - c. Review of Annual Report FY 2011 – The Board reviewed the draft Annual Report which will be presented for approval upon closeout of the year's financials, presumably at the July or August meeting. Some suggestions were offered for improvement in order to make the plan an effective marketing tool for PCC. Alex took the opportunity to remind everyone to start thinking about projects for the upcoming year for discussion at the July meeting.
 - d. FY 2012 Annual Budget – Jacob presented the draft budget, first walking through the revenues then the planned expenses. Some recommendations were made including modifying sponsorship amounts for several member counties, showing project management and administration in a separate expense category, and correction of a couple of errors that were noted during review. The budget was brought up for approval pending the recorded modifications. (M: Hughes, 2: Puckett. Unanimously approved)
 - e. Planning for FY 2012 – Alex re-emphasized that everyone needed to begin thinking about projects for the upcoming year, keeping in mind that PCC has a limited budget and limited staff hours to devote to getting new projects off the ground without seed money. Eddie referred to the grant calendar that Stephanie Grant developed and noted that it was very impressive and could possibly be even more useful if we could tailor the

categories to our established priorities. Alex recommended that we customize the calendar with our top three priorities and list it quarterly for Board review.

- i. Top Priority – Land Trust idea: spend the next couple months looking into funding opportunities for this priority and get a meeting of key people to discuss/refine idea.
- ii. Stream Resoration/SWAMP tour project idea: Eddie proposed a project subcommittee of himself, Gail, and Norton to establish an exploratory committee for this project. (M: Puckett, 2: Green. Unanimously approved)
- iii. Farm Incubator – Alex recommended making Jacob Leech the project lead with CEFS for future development of this project at the Hines Chapel site. (M: Hughes, 2: Alston. Unanimously approved)
- iv. Invoices – the following invoices were approved unanimously as presented (M: Culberson, 2: Green)
 1. Jacob Leech - \$2,000.00
 2. SJ Grant Consulting, LLC - \$3,150.00
 3. Kimley Horn and Associates, Inc. - \$940.00
 4. Fluvial Solutions - \$72,031.70

IV. Project Updates

- a. Updated from delegates to State Association Meeting in April – Hazel and Frank reported that all of the councils are barely hanging on with the exception of Pilot View which is doing quite well. Pilot View RC&D was getting projects brought to them by community stakeholders and charging administrative fees as a fee for service. They had also settled into a niche and developed a reputation for providing that service. It was mentioned at the Association meeting that all Councils had paid dues except PCC. The Association was considering reducing the dues or allowing Councils to pay what they could afford.
- b. Fab Lab Carolina update – Gail and Eddie reported that the Fab Lab subcommittee had approved a budget. Also, a fundraising campaign was about to kick off and Michelle was doing a great job getting things organized and prepared. Jacob reminded everyone to check out the new website: <http://www.fablabcarolinas.org/>.
- c. Alamance Community College Stormwater – Jacob reported that the project is almost complete. At this point we are waiting on a final report which will be complete at the end of the year following testing. The Board noted that the signage at the site did not include the PCC logo. Jacob will look into whether more signage will be placed on the site.
- d. CW Stanford – Gail reported that they had a great walkthrough at the site and Stephanie provided an excellent report to the school board. The school board is writing a letter to the Commissioners about the project and there is already another school within the county with potential for a similar project. Alex mentioned that the CWMTF grant is due in February so it would be great if we could get something in motion by then.

- e. Caswell County Farmland Protection Plan – Jacob mentioned that he had not received an update from Jerry since the prior month and will be following up with him immediately because the grant report is due July 10.

V. Board Member Comments, New Business

Gail Hughes suggested that for future meetings, Alamance Community College's Gee Building Trustees Board Room should be considered as a preference location over the May Memorial Library. The location is more convenient for most and it is much quieter.

VI. Upcoming events/meetings

- a. Next Full Council meeting is July 19th, 2012 at Alamance Community College 6-9pm.
- b. Next Executive Board meeting is August 7, 2012 at Alamance Community College.

VII. Adjournment

The meeting was adjourned at 8:45pm.