

Piedmont Conservation Council, Inc.

FINAL Executive Board Meeting Minutes

July 19, 2012

Members Present: Alex Ashton (Chairman, Guilford), Eddie Culberson, Vice-Chair (Durham), Frank Green (Rockingham), Hazel Puckett (Rockingham), Gail Hughes (Orange), Millie Langley (Alamance), Sandra Weitzel (Wake), Jacob Leech (staff)

Guests Present: Bo Rodenbough

- I. Call to Order & Chairman Comments – Alex Ashton, Chairman
 - a. As there were not a sufficient number of Council members present, Alex Ashton called to order a meeting of the Executive Board at 6:30 p.m. on July 19th, 2012 at Alamance Community College in Graham and confirmed the presence of a quorum.
- II. Approval of Minutes from April 19 was deferred until the October Council meeting. The minutes from the March 6 and June 7 meetings were approved. (M: Puckett, 2: Langley. Unanimously approved).
- III. Discussion/Decision Items
 - a. Review of Annual Report FY 2011 – A brief summary of the 2011 Annual Report was given by Jacob Leech for the Council members who were not present at the June meeting. The Report will be finalized upon receipt of the 2011 financials and brought before the Board for approval at the next meeting.
 - b. Planning for FY 2012 – Established priorities and associated project opportunities were discussed:
 - i. Land Trust Stewardship/Conservation Project Monitoring – Alex explained the concept to attendees, which is to provide a service to organizations with conservation easements that need to be monitored. Eddie suggested drafting letters to NC Ecosystem Enhancement Program and Clean Water Management Trust Fund. Alex raised the possibility of setting up a subcommittee. Suggestions were Alex, Norton, Janet, and to involve Jacob. Sandra suggested considering Michelle Lovejoy of NC Foundation for Soil and Water Conservation and Cherri Smith of Clean Water Management Trust Fund. (M: Culberson, 2: Hughes. Unanimously approved).
 - ii. Clean Water Mgmt Trust Fund or similar projects – Gail presented the possibility of doing more of these projects due to the great response by the school board and eagerness to be involved in future projects. She mentioned Cedar Ridge High and another possibility in the Chapel Hill/Carrboro area. It appears that CWMTF will be funded this year (approx. \$10 Million) and the next deadline is February.
 - iii. Green Roofs in Urban Areas – Eddie and Jacob received notification that a partial award was granted through the EEG grant program to design and

construct a green roof on the county building at 721 Foster St., Durham. The award amount was \$50,000 of the total request of \$257,000. Eddie, Jacob and Jim Halley will follow through on developing a budget to secure that \$50,000. Additionally, and LOI for the next EEG round of applications is due August 10. The LOI was approved for up to the appropriate amount. (M: Culberson, 2: Gail. Unanimously approved).

- iv. Fab Lab Carolinas – a brief report was presented on the progress of Fab Lab staff. Michelle has numerous grants due in August and requested approval to work on them. Alex determined that it was within Michelle’s current job description to work on the proposals and then present the amount of the requests and individual grant sources to the subcommittee for approval.
- v. Richland Creek Watershed – This project was previously submitted to EPA for consideration and rejected. Jacob announced that the grants officer contacted him following a request for feedback. Reviewer comments will be taken into consideration for future submissions. ZSR’s grant deadline is approaching and approval was requested to apply. (M: Puckett, 2: Green. Unanimously approved).
- vi. SWAMP Tour – Eddie explained the concept of a two-day tour and workshop in October at Duke’s SWAMP site. Subcommittee met last month to discuss. Next steps were being taken to plan. Alex mentioned that he had concern that this could be more costly and time consuming than anticipated. Members of the subcommittee assured the group that the planning was conservative. The project was presented for adoption. (M: Green, 2: Hughes. Unanimously approved).
- c. Policy Development - Jacob asked for the Board’s input on developing financial and procurement policies for the organization when time allowed. The policies could be advantageous for future grant submissions as well as show fiscal responsibility on audits. Eddie noted that it would probably be best to table the idea until PCC had more long term financial stability. There was consensus among the group to wait.
- d. County Dues – There was consensus to leave this agenda item off until FY13 invoices were sent. The Board members present also agreed to send out the invoices and letters to individual counties earlier this year, at Jacob’s first availability.
- e. Invoices – the following invoices were approved unanimously as presented:
 - i. Jacob Leech - \$2,000.00
 - ii. Princeton Hydro - \$13,627.28
 - iii. Princeton Hydro - \$1,867.69
 - iv. Princeton Hydro - \$4,656.04
 - v. Cyberscribe - \$16.64

IV. Project Updates

- a. Dam Removals – The Fish America Foundation grant is still pending for Lassiter Mill Dam Removal. If funded, it should complete the need for project construction funds. The USFWS Agreement for Lassiter and Smithermans is in Atlanta being processed and

should be ready for the Board by the September meeting. Smithermans Dam Removal still needs approximately \$70,000 to achieve a full construction budget, preferable from nonfederal sources, but design is funded and may proceed this fall.

- b. Farm Incubator – Janet, Alex and Jacob were present at a meeting of stakeholders at the potential incubator farm site. Further plans were being made for a stakeholder planning session near the site in late August/early September as well as a follow-up stakeholder meeting prior to Elon’s sustainability conference in September, with hopes to involve individuals from the community for input.
- c. Caswell County Farmland Protection Plan – Jacob mentioned that the semi-annual progress report and budget report had been completed, although some of the necessary information was not received from the contractor in the timeline requested.

V. Board Member Comments, New Business - none

VI. Upcoming events/meetings

- a. Next Executive Board Meeting – August 7, 2012 at Alamance Community College.
- b. Next Full Council Meeting – October 18, 2012 at Alamance Community College.

VII. Adjournment

The meeting was adjourned at 8:45pm.