

Piedmont Conservation Council, Inc.

FINAL Executive Board Meeting Minutes

September 5, 2012

Members Present (via teleconference): Alex Ashton (Chairman, Guilford), Eddie Culberson, (Vice-Chair Durham), Rudy Langley (Alamance), Norton Webster (Chatham), Gail Hughes (Orange), Hester Vernon (Caswell), Jacob Leech (staff)

- I. Call to Order & Chairman Comments – Alex Ashton, Chairman
 - a. The meeting was called to order by Alex Ashton at approximately 6:30pm.
- II. Meeting Minutes from the August Executive Board Meeting were presented for approval. (M: Hughes, 2: Culberson. Unanimously approved).
- III. Discussion/Decision Items
 - a. Annual Report FY 2012 – The Annual Report for Fiscal Year 2012 was presented for adoption. As requested, changes had been made to the report to make it more presentable as a marketing tool for the Council. The budget was noted to show a change in net assets of negative \$52,352.94 primarily as a result of several grant reimbursements vs. expenditures not lining up in the same fiscal year. (M: Langley, 2: Vernon; Unanimously approved)
 - b. Wildlands Engineering Contract – Wildlands submitted a contract to PCC for approval to provide services for the Environmental Enhancement Grant Program through the NC Dept. of Justice, which entailed design services for a green roof on the Durham County Ag Building. Eddie Culberson noted that it was essential to check the language of the contract to ensure that all project partners would have adequate opportunity to review the design at appropriate increments prior to approval. Jacob Leech will ensure that the language is suitable prior to execution of the contract. (M: Culberson, 2: Langley; Unanimously approved)
 - c. NCDENR Funds – NCDENR issued a notification that a check for \$10,787.50 had been issued in December 2010 and was never cashed by PCC. No members present recalled what project the check was for. Alex recommended asking Julie Elmore if she had any knowledge of this check and what project it was associated with. Jacob will check into it. It was recommended to fill out the paperwork to have another check issued pending a thorough review to ensure the notification was not sent in error and to hold that money in savings until validated. (M: Culberson, 2: Hughes; Unanimously approved)
 - d. Invoices – the following invoices were approved unanimously as presented (M: Culberson, 2: Langley; Unanimously approved)
 - i. Jacob Leech - \$2,050.00
 - ii. Amy Parker Cook - \$130.00
 - iii. GMAC - \$109.12
 - e. USFWS Cooperative Agreement – The cooperative agreement for PCC to deliver dam removal services for Lassiter and Smithermans dams was presented for approval. The

total amount of the agreement was \$239,800. (M: Hughes, 2: Rudy; Unanimously approved)

- f. October Meeting – The meeting date and location were discussed for the October Full Council meeting. Rudy offered to look into the Moonelon Lodge and text Jacob when confirmed. Due to scheduling difficulties the typical meeting date was unsuitable. October 11 was determined to be most convenient.
- IV. Project Updates
- a. Accounting – WAVE Accounting was selected as the best free online tool by Jacob and Amy Parker Cook. Jacob will handle getting everything transitioned from the current system while the free services remain intact.
 - b. EEG – The contract from Wildlands was approved and the \$50,000 award would require a revised budget to be turned into EEG staff. Meanwhile, Jacob is working with Jim Halley at Wildlands to submit the proposal for the construction funds for the green roof.
 - c. Chapel Hill HS – Gail and Jacob had met with project stakeholders at Chapel Hill High School to discuss a potential CWMTF project at that location. Gail described the work to be done to address stormwater related flooding concerns around the school building and athletic fields. Jacob, Gail, and Kimley-Horn will be coordinating on a plan for the grant application and will bring more details back to the Board for approval.
 - d. SWAMP – The application was not turned into NCBELS in time for an October date to be realistic so dates for next spring need to be considered. Gail mentioned waiting until after April 18 due to SWCD commitments. Jacob will check with project.
 - e. Farm Incubator – There will be a kickoff meeting and stakeholder meeting in September for the project. Jacob will be coordinating with assistance from CEFS.
 - f. Caswell FPP – Hester voiced some concerns about Jerry Dorsett’s lack of follow-up with project stakeholders and the possibility that essential components of the plan may be overlooked. Jacob and Hester agreed to speak about these issues in detail at a later date so that any problems could be dealt with.
 - g. Fab Lab – Acclaimed artist David Ellis has agreed to paint the bus for free. That would be taking place in September and hopefully his participation can raise awareness within the arts community for future fundraising prospects.
- V. Board Member Comments, New Business
- a. Alex asked the group if they like the teleconference format as a possibility for future meetings when a quorum could not be achieved through an in-person meeting. Rudy, Gail, and Norton all were in agreement that it could be a convenient solution. Alex expressed concern that it may work best to try incrementally as long as it did not present problems for other Board members. Possibly a hybrid approach could be explored where some members could call in to a location where others were present.
- VI. Upcoming events/meetings
- a. Next Full Council Meeting – October 11 location to be determined
 - b. Next Executive Board Meeting – November 6 at Alamance Community College
- VII. Adjournment
- The meeting was adjourned at 7:40pm.