



# California Chapter SWCS

430 G ST #4172 DAVIS CA 95616-4172

## MINUTES OF THE EXECUTIVE COUNCIL MEETING March 7, 2007

A teleconference/meeting of the Executive Council of the California Chapter of the Soil and Water Conservation Society was called to order by President Mark Steffek at 10:05 a.m. on Wednesday, March 7, 2007, with the following Executive Council Members present: Dave Rose, President-Elect; Hank Wyman, Past President; Pat Grover, Secretary; Walt Bunter, Treasurer; Steve Perkins and Tina Vander Hoek, Council Directors. Unable to participate were Council Directors Kristen Hughes, Ken Trott, and Bruce Williams, and Student Representative Richelle Leggett. A quorum was present. Also participating was Ladi Asgill, member of the Annual Conference and Nominating Committees. No action could be taken at the meeting scheduled for February 23, 2007, due to a lack of a quorum, and it was rescheduled for today.

It was moved by Rose, seconded, and passed to approve the minutes of the January 19, 2007, Executive Council teleconference/meeting, as distributed. However, Grover noted that information mentioned during the meeting regarding proposed amendments to the Bylaws was incorrect – they must be included in the Annual Meeting notice, *six weeks* in advance of the meeting not 60 days.

Treasurer Bunter had emailed to Council Members a final 2006 Annual Financial Report. The balance of all funds on January 1, 2006, was \$41,525.04. Total income received for the year was \$10,956.12. Total expenses incurred during the year totaled \$10,302.12. The balance of all funds on December 31, 2006, was \$42,179.04. Bunter had also emailed to Council Members a Fiscal Year 2007 report as of February 23, 2007. The beginning balance of all funds on January 1, 2007, was \$42,179.04. Income received between 1/1/07 and 2/23/07 totaled \$156.95 in interest from various accounts while the only expense was \$203.92 incurred for publishing the Winter issue of *RUNOFF*. The balance of all funds on February 23, 2007, was \$42,132.07. Bunter added that an additional expense of \$48.10 has been incurred to mail the Chapter's library of Journals to the parent society, which will reimburse the Chapter for the expense. He also noted that the dues check had not yet been received. It was moved by Grover, seconded, and passed to accept the financial report.

The following Chapter Committee Reports were made during the meeting:

- Annual Conference – Rose, Chair  
Rose reviewed the draft agenda for the Conference, which will be held May 2-4, 2007, in Sacramento. Grover noted a few changes regarding making hotel room reservations and will email them to Rose. According to Rose, only two tracks will be offered on Thursday afternoon and Friday morning, and one of the Friday tracks will be the CPESC and CPSWQ exams. The theme of the conference is *Creative Conservation in Action*, and will include a tour on Wednesday afternoon to be developed by the Yolo County RCD. Neither the location of a dinner following the tour nor the registration fee have been determined yet.. Rose and Asgill are working on obtaining speakers for the Conference, and Wyman and Trott will again coordinate the poster session on Thursday. It was agreed that the final agenda needs to be completed at least by March 18<sup>th</sup> in order for Bunter to mail it to members no later than March 20<sup>th</sup>. An April 20<sup>th</sup> registration deadline was suggested by Grover, who will advise Rachel Lopez of the Conference in order that a bulletin can be sent to all NRCS employees when the agenda is completed.
- Awards – Phil Hogan, Chair  
Hogan was unable to participate. In his absence, Steffek, who is a member of the committee, reported that an announcement regarding submitting nominees for Chapter awards, with a description of each category, was sent to all NRCS employees. He also asked that the information be shared with others. Bunter will send it to the SWCS employees who have email addresses, and Grover suggested including the information on the Chapter website. The due date for nominations is March 30, 2007

- Bylaws – Mike Simmons, Chair  
Simmons was unable to participate, but Steffek discussed with him Bunter's suggested revisions of sections of the California Chapter Bylaws affected by the proposed merger with the Nevada Chapter, with which he had concurred, and had emailed a final draft to Executive Council members today for review. Amendments are primarily related to the name change of the Chapter plus increasing the number of Directors from five to six, with the stipulation that one be a resident of Nevada. Other proposed amendments are to Article XIV – Meetings, Section 2 (delete second sentence) and Section 3 (replace "A majority of members present...shall constitute a quorum" with "*The number of members present...shall constitute a quorum*"). Proposed amendments to the Bylaws will be included in the Annual Meeting notice, six weeks in advance of the meeting.
- Communications – Paul Laustsen, Chair  
Laustsen was unable to participate.
- Financial Oversight (Audit) – Trott, Chair  
Trott was unable to participate, but had submitted a report. Wyman, a member of the committee, reported that it had been determined that Bunter had performed another year of exceptional work, and the committee only had a few management recommendations to make. Steffek concurred and added that the committee's report was also excellent. He has met with Bunter and signed the necessary papers enabling him to sign checks, as recommended. Regarding the merger with the Nevada Chapter, Bunter has sent an email to Cub Wolfe, Nevada Chapter Interim President, to initiate the consolidation of the two accounts.
- Membership – Andrea Casey, Chair  
Casey was unable to participate. Steffek reported he receives membership reports from the parent society, which he forwards to Casey, and will also forward them to Bunter. As requested by National, Bunter will review for any changes and will forward such to SWCS.
- Nominations – Wyman, Chair  
Wyman reported the committee has a teleconference scheduled for next Friday, March 9<sup>th</sup>, to make the nominations. Other members of the committee are Past Presidents Kay Joy Barge and Jason Jackson, and Asgill. The names of the nominees will be sent to Bunter for submission to the entire Chapter membership for vote, with a deadline of April 23, 2007, to return ballots to the Chapter Secretary. President Steffek will appoint a committee to count the ballots prior to the Annual Conference.
- Professional Development – Phil Hogan, Chair  
Hogan was unable to participate.
- Scholarship – Vander Hoek, Chair  
Vander Hoek reported she had received six applications, all postmarked by the due date, which was January 15<sup>th</sup>, and two of the applicants are really high-achievers. According to Vander Hoek, the committee needs more time to review and rank the applications, and will bring a recommendation to the Executive Council at the next teleconference/meeting. Steffek suggested awarding five bonus points to applicants who are SWCS members.
- Student Representative – Leggett  
Leggett was unable to participate.

Unfinished business items discussed and/or transacted during the meeting were as follows:

- Professional Development Scholarships –  
During the last meeting, Steffek proposed introducing a resolution at the SWCS International Conference, July 21-25, 2007, in Tampa, Florida, regarding the amounts of the two scholarships that are available to members of SWCS who want to pursue higher education and professional development. Current amounts are \$1300 and up to \$1500, and the concern is that these amounts have not kept up with the cost of higher education. Vander Hoek, whom Steffek had appointed to research this issue regarding how these amounts are determined through SWCS West Regional Representative Don Wysocki, reported she had been unable to contact him and will call him again. Bunter pointed out that the deadline for submitting issue papers is April 27, 2007.
- California and Nevada Chapters Merger –  
Steffek reported that the merger is moving forward with the proposed amendments to the Bylaws, after receiving near unanimous support from the Nevada Chapter SWCS members and no objections from California members. He will contact SWCS West Regional Representative Wysocki regarding following the proper procedure and notifying National Headquarters, and proposed a conference call with Vander Hoek following this meeting to discuss the issues of the merger and the scholarships.

- 2007 Chapter Reports –  
According to Steffek, the 2007 Chapter Core and Outstanding Chapter Reports were submitted on time by Grover. Bunter prepared the reports, with the exception of the narrative for the Outstanding Chapter Report, which was prepared by the president.
- NACD Annual Conference –  
An invitation had been received from the National Association of Conservation Districts (NACD) to participate in its 2007 Annual Conference, which was held in Los Angeles, 2/4-8/07, with a display. Steffek was unable to follow-up on other less expensive means of participating.
- Cal Poly Job Fair –  
Steffek reported he was unable to follow-up with NRCS Human Resources Specialist Tonya or Trott regarding participation at the Cal Poly's Winter Job Fair, which was held 2/7-8, 2007. The registration fee, which was limited to one day only, was \$400.
- California Chapter 2007 Farm Bill Statement –  
Steffek reported he had received many comments on the proposed California Chapter 2007 Farm Bill Statement. However, it has not yet been finalized by the committee and, consequently, is not yet ready for Executive Council action. It had previously been determined that the final statement will be FAXed to the Washington, DC, offices of the California delegation with a signed copy mailed to the District offices.
- SWCS Journals –  
Bunter reported that, after checking with SWCS Headquarters in Ankeny, Iowa, he had mailed the 30 years' of copies of the Journal that were located in the California Chapter Archives to the parent society. SWCS was happy to receive them as some of the issues in its file had been lost during a flood, and offered to reimburse the Chapter for the postage.

The following New Business was brought before the Executive Council during the meeting:

- 2007 House of Delegates –  
SWCS has requested the name of the Chapter's delegate to the 2007 House of Delegates meeting by April 27, 2007. Steffek has advised SueAnn Lynes that, according to our Bylaws, the President-Elect is our delegate and currently, that is David Rose. However, a new President-Elect will be elected in April, and SWCS will be advised as soon as the name of that person is determined.
- 2006 Financial Oversight Report –  
It was moved by Grover, seconded, and passed to accept the report submitted by the Financial Oversight Committee of Trott, Chair, and Wyman.
- Proposed Bylaws Amendments –  
It was agreed by general consent that the proposed Bylaws Amendments be submitted to the Executive Council members for review and a recommendation for adoption, with any comments received to be considered by the Bylaws Committee.
- Strategic Plan Committee –  
President Steffek asked for volunteers to serve on the committee to develop the California Chapter's Strategic Plan for the next five years, 2008 through 2012. The plan will be developed over the next year for adoption at the 2008 Annual Business Meeting. Grover recommended the appointment of Paul Laustsen to the committee.
- Spring Issue of RUNOFF –  
According to Bunter, the deadline for material to be included in the Spring issue of *RUNOFF* is the end of month, but it will not be published until after the registration deadline for the Annual Conference. After discussion, the Executive Council recommended that, in order to cover the Conference in a timely fashion, the next issue of the *RUNOFF* not be published until after the conclusion of the conference with coverage of it to be included.

The next Executive Council Meeting/Teleconference was scheduled for 10:00 a.m. on Friday, April 6, 2007.

The meeting was adjourned at 11:30 a.m.

PATRICIA GROVER, SECRETARY

MARK STEFFEK, PRESIDENT