



California-Nevada Chapter SWCS

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MINUTES OF THE EXECUTIVE COUNCIL TELECONFERENCE/MEETING April 3, 2009

A teleconference/meeting of the Executive Council of the California-Nevada Chapter of the Soil and Water Conservation Society was called to order by President Lisa Hokholt at 9:05 a.m. on Friday, April 3, 2009. The following Executive Council Members were present for all or part of the meeting: Erik Beardsley, President-Elect; Dave Rose, Past President; Pat Grover, Secretary; Walt Bunter, Treasurer; and Ladi Asgill, Andrea Casey, Eric Berntsen, Bill Daily, and Tina Vander Hoek, Council Directors. Unable to participate were Council Directors Ken Trott. The Student Representative position is vacant as this time. Also participating were Don Wysocki, SWCS Western Regional Director, and Mike Simmons, Chapter Bylaws Chairman. A quorum was present at all times during the meeting.

It was moved by Rose, seconded, and passed to approve the minutes of the March 13, 2009, Executive Council meeting as distributed.

Treasurer Bunter had emailed to Council Members a Financial Report as of April 3, 2009. The beginning balance of all funds on January 1, 2009, was \$33,526.20. Total income received during Fiscal Year 2009 as of April 3rd was \$1,128.23, which included \$411.27 in new income during the period of March 13th to April 3rd as follows: \$330 from conference registrations and \$81.27, interest earned. The total of expenses during Fiscal Year 2009 as of April 3rd was \$636.05, of which \$472.09 was expended during the period of March 13th to April 3rd as follows: \$312.01 for printing and mailing the Winter issue of *RUNOFF*; \$20, applying for raffle permit for the conference; and \$140.08, closing out CD account xxxx669-5 penalty with the balance transferred to the checking account to cover conference expenses. The balance of all funds on April 3rd, 2009, is \$34,018.38. It was moved by Beardsley, seconded, and passed to accept the Treasurer's report. The only Correspondence reported was another letter from Louie DP. Marty, this time requesting soil and water conservation information. Bunter will respond to his requests.

Regarding the Chapter's 2009 Plan of Work (POW), Bunter reported he had sent copies of the draft he had prepared to all members of the Executive Council to review, and had only received a response from Grover, who concurred with all the items in the draft.

Reports were then given on the following Committees:

➤ Annual Conference – Erik Beardsley, Chair

Beardsley reported everything is moving along and he is expecting a decent attendance, including potentially 10 from Area 1, who are being coached on how to apply. Hokholt again emphasized the need for out-reach as she has a concern about sleeping room bookings. She and Grover have finalized the menu selections and reviewed the Banquet Event Orders.

Regarding the Civil Rights Committee meeting being held on April 21st and 22nd at the same facility, committee members will be participating in the SWCS Conference on Wednesday without paying a registration fee, and will only be charged the Federal Per Diem rates for the lunch and dinner; however, if members of the Committee chose to stay for the second day of the conference, they will be requested to pay the one-day, \$100 registration fee. The Civil Rights Committee is providing \$300 to SWCS to cover the expense of the meeting rooms.

The following are other items related to Conference which were reported:

- ❖ Certificates of Appreciation to the speakers – Hokholt is preparing.
- ❖ Awards Program and Certificates – Hokholt received templates from Phil Hogan and will prepare printed program and certificates upon selection of recipients.

- ❖ CPESC and CPSWQ Training and Exams – Bunter has received one inquiry regarding this training; Bergsten will do some outreach about the availability and will only need one-week lead time to get materials for the training.
- ❖ Posters – The Committee has received three applications and the deadline has been extended to April 7th, according to Daily, who also reported that a bulletin regarding the Conference was sent to Nevada NRCS employees yesterday.
- ❖ Conference Name Tags and Folders – Bunter will prepare “hanging” name tags and two-pocket folders (50) for conference attendees.

Hokholt again appealed to those on the teleconference to participate in the conference and encouraged each Executive Council member to promote attendance.

➤ Awards – Ladi Asgill, Acting Chair

Asgill reported that only three nominations have been received, with none in the following categories: Distinguished Service Award, Honor Award, and Media Award. Nominations should be submitted before the end of today, as it is the deadline. Daily sent the information regarding the awards to Nevada NRCS employees.

➤ Bylaws – Mike Simmons, Chair

Simmons reported that during a previous meeting, changing the number needed for a quorum of the Chapter Executive Council in the Bylaws was discussed and referred to him for research and an opinion. Currently, Article XI – Chapter Executive Council, Sec. 6, reads as follows: *A quorum shall consist of any six voting members of the Chapter Executive Council, one of which must be the Chapter President or President-Elect.* The voting members of the Chapter Executive Council are the ten elected or appointed officers/directors, the immediate past-president, and a student representative appointed by Chapter Executive Council, for a possible total of twelve. Simmons recommended that the number necessary for a quorum, as stated in the Bylaws (6), not be changed at this time, with which the Executive Council agreed by general consent following discussion.

As it was going to be necessary for President Hokholt to excuse herself from the meeting by 10:00 a.m., she invited SWCS Regional Director Wysocki to speak to the Council at this point in the agenda. When doing so, Wysocki made the following announcements:

1. April 28th is the deadline to submit to SWCS the name of the Chapter’s delegate to the 2009 SWCS Annual Conference; several resolutions will be voted upon at the Conference.
2. An Executive Search firm has been hired to implement the continuing search to fill the SWCS Executive Director position; an offer had been made, but it was not accepted.
3. April 29th is the date of the SWCS Board of Directors Annual Budget Meeting, which Wysocki will be attending; the Society is in stable condition, but needs to hire an Executive Director in order to move ahead.
4. Dr. Doug Karlen, USDA Agricultural Research Service, is taking a sabbatical leave to assist SWCS as Science and Policy Advisor.

Wysocki encouraged Council members to email or call him if they have any questions, and added that the California Chapter is doing as well as any chapter, which he appreciates.

Following Wysocki’s report, President-Elect Beardsley assumed presiding at the meeting and returned to the agenda with the following committee reports:

➤ Communications – Anita Brown, Chair

Brown was unable to participate.

➤ Financial Oversight – Ken Trott, Chair

Trott was unable to participate – no report. Grover reported on an email she had received from him announcing that, as of March 31st, he would no longer be an employee of the Department of Food and Agriculture, and had taken a job with the State Department of Conservation’s Office of Mine Reclamation. Merry Wells at mwells@cdfa.ca.gov or 916-657-4956 may be contacted for Trott’s new contact information. The need for an audit of the Chapter’s books before the new treasurer takes office was pointed out by Grover.

➤ Leadership Development – Erik Beardsley, Chair

Beardsley had nothing new to report. Bunter said he enjoyed Beardsley article in the last issue of *RUNOFF*.

➤ Membership – Andrea Casey, Chair

Casey reported that the Chapter membership is holding steady while Bunter noted the list of 12 new members in the last issue of *RUNOFF* and inquired if the new members were being sent the President’s “welcome” letter, which, according to Casey, they are.

- Newsletter – Wendy Rash, Editor; Walt Bunter, Publisher
Rash was unable to participate; Bunter announced that May 22nd is the deadline for submitting articles for the next issue of *RUNOFF*, which will include coverage of the conference and awards.
- Policy – Ladi Asgill, Chair
Asgill had no report.
- Professional Development – Phil Hogan, Chair
Hogan was unable to participate – no report.
- Scholarship – Tina Vander Hoek, Chair
Vander Hoek announced that Sarah Schuette was recommended by the Committee to be this year's scholarship recipient from the five applications that were received. Bunter reported he had received the permit to have a silent auction/raffle at the Annual Conference to benefit the Scholarship Fund. Donations for these activities were requested by Vander Hoek.
- Student Chapters – Vacant
- Student Chapter Representative – Vacant

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

- 2009 Scholarship Recipient –
It was moved by Rose, seconded, and passed to adopt the Scholarship Committee's recommendation of Sarah Schuette, a Wildland Soil Science/Rangeland Resources major at Humboldt State University, as the Chapter's 2009 Scholarship recipient. In addition, it was moved by Bunter, seconded, and passed to reimburse the recipient up to \$250 in expenses to attend the Annual Conference. Vander Hoek will share this information with the recipient and encourage her to be present at the Wednesday night banquet to receive her \$1000 scholarship check.
- 2009 Silent Auction/Raffle Donation –
A suggestion was made by Bunter to donate one vest and two shirts from the Chapter's logo clothing inventory for raffle prizes. The Executive Council approved this suggestion by general consent.
- 2009 Annual Business Meeting/Plan of Work –
As was agreed at the January 30th Executive Council Meeting, the 2009 Planning Meeting will be incorporated into the Annual Business Meeting, which is scheduled for Wednesday evening, April 22, 2009, during the Annual Conference. It was moved by Grover, seconded, and passed to recommend the draft 2009 POW prepared by Bunter for adoption by Chapter members at the Annual Business Meeting.
- 2008-2012 Strategic Plan –
Copies of the 2008-2012 Strategic Plan, adopted by the Executive Council on September 19, 2008, will be distributed to members during the April 22, 2009, Annual Business Meeting.
- Chapter Membership Survey –
Discussion/action regarding a Chapter Membership Survey was tabled by general consent to the Annual Business Meeting on April 22nd.
- Election Committee –
Bunter reported that 46 ballots have been received. He and Grover agreed to count the ballots at 3:00 p.m. on Wednesday, April 8th.

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

- 2009 Website Services Agreement –
Bunter recommended approval of the proposed 2009 Website Services Agreement with Resource Program Management Consulting (RPMC), a copy of which he had sent to members of the Executive Council, at the same one-year's basic fee of \$385 as in 2008, with which the Executive Committee agreed by general consent. He also recommended the Chapter explore for 2010 an option suggested by RPMC whereby the webmaster is willing to train a Chapter member to make updates to the website and cut the cost of his services.

The next regular meeting of the Executive Council will be a breakfast meeting at **7:00 a.m. on Thursday, April 23, 2009, in Lakeview A at the Pines Resort and Conference Center**. Committee Chairs and other interested members are also encouraged to attend. Cost of the breakfast is \$20, which is not included in the registration fee, payable to Pat Grover at the time of registration at the Annual Conference.

It was moved by Rose, seconded, and passed to adjourn the meeting at 10:25 a.m.

PATRICIA GROVER, SECRETARY

LISA HOKHOLT, PRESIDENT