



California-Nevada Chapter SWCS

430 G ST #4172 DAVIS CA 95616-4172

MINUTES OF THE EXECUTIVE COUNCIL TELECONFERENCE/MEETING

May 24, 2007

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 Dave Rose at 10:05 a.m. on Thursday, May 24, 2007. The following Executive Council Members were present: Lisa Hokholt, President-Elect; Mark Steffek, Past President; Pat Grover, Secretary; Walt Bunter, Treasurer; and Ladi Asgill, Andrea Casey, Steve Perkins, Ken Trott, and Tina Vander Hoek, Council Directors. Unable to participate were Council Director Bruce Williams and Student Representative Richelle Leggett. A quorum was present. Also participating at the beginning of the meeting was Mike Simmons, who has agreed to continue as Chair of the Bylaws Committee.

It was moved by Asgill, seconded, and passed to approve the minutes of the May 4, 2007, Executive Council meeting, as distributed.

Treasurer Bunter had emailed to Council Members a Fiscal Year 2007 report as of May 24, 2007 (copy attached). He reported that the balance of all funds on January 1, 2007, was \$42,179.04. Total income received since 1/01/07 is \$6,097.72 including new income of \$1,192.60 as a result of interest from various accounts, 2007 conference registrations, and miscellaneous other sources. Bunter has billed California NRCS \$1,575 for nine Conference registrations; and two other participants, \$125 for Conference registration fees. In addition, a \$147 food-credit reimbursement is expected from the Holiday Inn. The total of expenses since 1/01/07 is \$11,430.05, which includes new expenses of \$2,424.75 for the payment of costs related to the Conference, purchase of additional award plaques, reimbursement of travel expenses of the 2007 scholarship recipient, and reimbursement of Hank Wyman and Pat Grover conference attendance expenses. The balance of funds on May 24, 2007, is \$36,846.71.

A question was raised regarding a policy previously set by the Executive Council establishing the minimum balance of funds before the Chapter would engage in special fund raising; Bunter will check on the amount set. Bunter and Steffek commended the Scholarship Committee for raising more money from the raffle and silent auction at this year's Conference (\$446.02) compared to last year's (\$446). The total of these funds, the donation of the \$41 by Wendy Rash for drinks at the Conference tour dinner, plus the \$540 interest earned by the Scholarship Fund over the previous 12 months more than covered the \$1,000 scholarship. It was moved by Steffek, seconded, and passed to accept the financial report.

Under correspondence, Grover read a letter of appreciation received from Yvonne Magneheim, Senior Sales Manager, and Alicia Mendes, Director of Catering, for the Holiday Inn Sacramento Northeast. In the letter, completion of an enclosed "Experience Report" was requested, which has been completed and returned by Grover and Bunter.

The following committee reports were made at this time:

➤ Annual Conference – Lisa Hokholt, Chair

Hokholt recommended that, instead of having the 2008 Conference in Nevada with a tour of the new Plant Materials Center as had been suggested, this idea might more appropriately be considered for the one-day technical workshop in the Fall, which is included in the 2007 Plan of Work (POW). While Diane Holcomb is listed as the responsible person for this item in the POW, Grover suggested that the Professional Development Committee would be the appropriate committee to assist with it. In response to Hokholt's questions regarding planning the Annual Conference, Grover advised her that, usually in the past, the Executive Council decided on the date, location, and facility while a separate committee developed the Conference program, and suggested also including Holcomb on this committee. The Conference Program Committee would decide at a later date whether or not to include IECA training as part of the conference. Trott, who has agreed to work on the Poster Session

for the next conference, proposed calling a Conference Program Committee meeting for next month. Hokholt will schedule a general planning meeting with NRCS State Conservationist Ed Burton and work with the NRCS Leadership Team regarding the Agency's training needs. Rose suggested she also talk to Asgill and Trott regarding training needs of their organizations. An article on the subject of the 2008 Annual Conference will appear in the next issue of the newsletter, according to Bunter.

➤ Awards – Vacant

As Phil Hogan has stepped down as chair of this committee, Rose will appoint a new one. Grover suggested inquiring about previous chair, Nancy Stein, who had become inactive due to medical reasons, but has retained an interest and may now be able to resume her activity. Hokholt will check with her and, if appropriate, Rose will contact her. It was announced by Vander Hoek later in the meeting that a California Chapter, SWCS, 2007 *Conservation Education Award* will be presented to Julie Fallon at a Water Quality Workshop in Paso Robles on June 18, 2007. Julie is with the University of California Cooperative Extension and has coordinated the Central Coast Farm Water Quality Short Course for over six years.

➤ Bylaws – Mike Simmons

Rose thanked Simmons for his work on preparing the amendments to the Bylaws, which were adopted at the May 3, 2007, Annual Business Meeting. Simmons, in turn, extended his appreciation to Bunter for his contributions in the effort. The amended bylaws need to be submitted to the California Secretary of State due to the name change of the organization, according to Bunter. In addition, Bunter reminded Rose of the need to provide SWCS West Regional Representative Don Wysocki with a copy of the amended bylaws to be presented to the Society's Board of Directors so they can make the merger official.

➤ Communications – Paul Laustsen

Laustsen was unable to participate. Bunter reported that the name of the Chapter will be changed on the website, and Rose will check with Mark Parson when he returns from a detail in Washington, DC, regarding his remaining Webmaster for the Chapter.

➤ Financial Oversight (Audit) – Ken Trott

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Trott pointed out the need for the Nevada Chapter to report its current financial status to the California Chapter in order to facilitate the merger of the two chapters. Although Bunter has sent an email to Nevada Interim President Cub Wolfe requesting this information, Perkins will talk to Wolfe and report at the next teleconference/meeting.

➤ Membership – Andrea Casey

➤

Casey reported she is updating the letters sent to those members whose renewals are due and to each member that does not renew, and will continue working with Corinne Brooks, West Region Representative on the SWCS Membership Committee. According to Hokholt, Chapter Member Karen Sweet is interested in this Committee, especially regarding interaction with Resource Conservation Districts, as well as a Policy Committee. Bunter reported that two new member were recruited at the Annual Conference – Bill Daily, an NRCS employee in Nevada, and April Stinson, a private consultant.

➤ Newsletter – Wendy Rash (Editor), Walt Bunter (Publisher)

According to Bunter, the next issue of *Runoff* will be distributed the first week of June and will include articles on the Annual Conference with pictures by Jeff Raifsnider, NRCS Public Affairs Specialist in the Salinas Area Office, and an ad for the SWCS Embroidered Clothing. He added that the theme for the next issue can be found on the back page of the current issue.

➤ Nominating – Mark Steffek

Steffek reported that Hank Wyman, immediate past president and chairman of the 2007 Nominating Committee, had given him some names for consideration in 2008, at which time a president-elect and three directors will be elected.

➤ Professional Development – Phil Hogan

Hogan was unable to participate. Rose will discuss the proposed technical workshop with him. Hogan also has interest in Farm and Ranchland Protection, according to Steffek; however, Rose

believes this topic should be addressed by a Policy Committee, on which Hogan could be asked to serve. Other recommendations for a Policy Committee were Brian Leahy, Assistant Director of Land Resource Protection, California Department of Conservation (Trott) and Asgill (Hokholt).

- Scholarship – Tina Vander Hoek
Vander Hoek recommended that applications for the 2008 scholarship be sent out in September in order to give applicants more time to apply. She also reported receiving a thank-you note from the 2007 recipient, Carlos Velasquez. A suggestion had been made at the last Executive Council meeting to give the scholarship recipient a student membership. However, Bunter reported that Vander Hoek had advised Velasquez, if he paid for the first year, the California-Nevada Chapter of SWCS would pay for his second year, which the Chapter does for all student members in California and Nevada. Steffek again commended the Scholarship Committee for making the Chapter scholarship self-sustaining.
- Student Chapter – Vacant
Grover recommended that this committee be re-established as a “stand-alone” committee rather than a Membership sub-committee, and the Executive Council agreed by general consent. Rose will follow-up with Williams, who had previously chaired the committee.
- Student Representative – Vacant
Due to the lack of participation by Richelle Leggett and the end of the school year, it is necessary to appoint a new student representative to serve on the Executive Council. Grover inquired if the California Chapter has a roster of the student chapter at Cal Poly – San Luis Obispo, which is the only existing student chapter in California according to Bunter, who replied we do not. Vander Hoek volunteered to follow-up on the status of the Cal Poly Student Chapter and find out who is the advisor for it.

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

- 2007 House of Delegates –
According to the Chapter Bylaws, President-Elect Hokholt is designated to be the Chapter’s representative at the meeting of the 2007 House of Delegates during the Society’s 2007 Annual Conference, July 21-25, in Tampa, Florida. Hokholt requested Rose or Steffek to contact NRCS State Conservationist Ed Burton regarding NRCS approval for her to attend, which Rose will do. It was moved by Grover, seconded, and passed to appoint Bunter as the Chapter’s alternate delegate in case the president-elect is unable to attend. Bunter, who was nominated by the California Chapter for an SWCS Commendation Award, has been selected to receive an award at the Society’s annual meeting. Past President Steffek is submitting a paper at the Conference and has been approved by NRCS to attend. Trott announced he has submitted a request to the California Department of Food and Agriculture to attend. He will advise the Executive Council if assistance in getting the request approved is needed.
- Committee Chair Appointments –
Action on this item was tabled to the next teleconference/meeting. Trott indicated an interest in serving on the new Policy Committee, but recommended Asgill be appointed Committee Chair, and that Brian Leahy be contacted regarding involvement on the Committee, which Asgill will do. Steffek is also interested in serving on the Policy Committee.
- SWCS Embroidered Clothing –
Bunter reported he is working with Laustsen regarding increasing the cost of the items. The current price to purchase a vest is \$35, and a shirt, \$25. Bunter and Laustsen recommended increasing the cost of the size 2XL shirts to \$30, with which the Executive Council agreed by general consent. According to Bunter, the parent society has a deal with a clothing company and offers comparable prices. The Chapter’s unsold clothing will be stored at the NRCS State Office and the current inventory is as follows: Men – 12 shirts and 4 vests; Ladies – 12 shirts and 7 vests. This information will be included in the *Runoff* ad.

- 2007 Annual Conference –
Bunter gave the following attendance report for the Conference:
 - 52 attended (6 “no-shows,” 1 of which was paid; no refunds if no profit from conference)
 - 35 paid registration, 17 complimentary
 - 21 California SWCS members, 1 Nevada
 - 19 CPESC/CPSWQ training attendees (1 SWCS member)
 - 2 CARCD attendees (1 SWCS member)
- 2007 Plan of Work (POW) –
A review of all the work items in the 2007 POW was tabled until the next teleconference/meeting of the Executive Council.

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

- Executive Council Meeting Schedule –
It was agreed by general consent to schedule meetings of the Executive Council at 10:00 a.m. on the third Friday of each month.
- Reimbursement for Russell Teall’s Lodging –
It was moved by Bunter, seconded, and passed to reimburse Asgill \$106.66 for the payment of Keynote Speaker Russell Teall’s lodging for one night. It was pointed out that Teall, originally scheduled to be the guest speaker at the luncheon, graciously accepted the invitation to be the keynote speaker when the scheduled speaker was unable to attend.
- Reimbursement of Bunter’s Travel Expenses –
It was moved by Grover, seconded, and passed to reimburse Bunter up to \$1500 for travel expenses to attend the Society’s 2007 Annual Conference, July 21-25, in Tampa, Florida.

Under other items for discussion, Steffek suggested *Food Safety and Conservation Practices* as a possible topic for a technical workshop. Hokholt will discuss it with Holcomb, pointing out it would be a good partnership opportunity. Trott added that food safety is a “hot” topic!

The next regular teleconference/meeting of the Executive Council was scheduled for 10:00 a.m. on Friday, June 15, 2007. It was moved by Steffek, seconded, and passed to adjourn the meeting at 11:50 a.m.

PATRICIA GROVER, SECRETARY

DAVID ROSE, PRESIDENT