



# California-Nevada Chapter SWCS

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## MINUTES OF THE EXECUTIVE COUNCIL TELECONFERENCE/MEETING

August 15, 2008

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 10:10 a.m. on Friday, August 15, 2008. The following Executive Council Members were present: Dave Rose, Past President; Pat Grover, Secretary; Walt Bunter, Treasurer; and Eric Berntsen and Tina Vander Hoek, Council Directors. Unable to participate were President-Elect Erik Beardsley and Council Directors Ladi Asgill, Andrea Casey, Bill Daily, and Ken Trott. The Student Representative position is vacant as this time. A quorum was present.

It was moved by Rose, seconded, and passed to approve the minutes of the June 13, 2008, Executive Council meeting. Notes from the July 11, 2008, meeting at which there was not a quorum present had also been distributed for information with no changes.

Treasurer Bunter had emailed to Council Members a Fiscal Year 2008 report as of August 15, 2008 (copy attached). Total income received since 1/01/08 is \$1,621.79, which includes new income of \$264.23, \$194.98 in interest and \$69.25 collected for lunches at the Annual Business Meeting, since June 11, 2008. The total of expenses since January 1, 2008, is \$4,687.10, of which \$216.83 are new including \$147.58 for the Awards presented at the Annual Business Meeting and \$69.25 for the lunches provided at the meeting. The balance of funds on August 15, 2008, was \$33,335.53, an increase of \$47.40 from the June report. Bunter added that one of the CDs matured on July 15, 2008, and was renewed for 23 months at the same interest rate of 3.93%. Another CD will mature on November 15, 2008. It was moved by Rose, seconded, and passed to accept the Treasurer's report.

The following Correspondence was summarized:

- An email from Corinne Brooks regarding receipts in the amount of \$99.83 for the California Chapter's donations to the Arizona Chapter's Silent Auction at the SWCS International Meeting, which have been sent to Treasurer Bunter.
- An email from Delegate Mark Steffek requesting partial reimbursement for expenses to attend the SWCS Annual Conference in Tucson, AZ from July 26<sup>th</sup> to July 31<sup>st</sup> in the amount of \$273.61 and that the remainder of the \$1,000 budgeted by the Chapter be used to reimburse Alternate Corinne Brooks, who was not reimbursed by her employer.
- An email from Corinne Brooks regarding her expenses to attend the SWCS Annual Conference in Tucson, AZ, which have already been covered including payment by NRCS for her registration.
- Pages 1, 3, and 5 of the August 1<sup>st</sup> signed contract from The Pines Resort reflecting the agreed-to changes.

President Hokholt reviewed the 2008 Plan of Work and noted that the Chapter Website needs work. She inquired about the process to update the Website now that Mark Parson is no longer in California. Bunter agreed to accept changes and forward them to the Chapter's contracted Web Master; updated information should now be sent to him. Prior to the next meeting, Hokholt will again review the POW, adding comments, and distribute it to the Executive Council and Committee Chairs, with the responsible persons requested to report to her regarding progress. Regarding the item *...to encourage student memberships ...*, Rose reported on an email he received from Nathan Laurie, a student intern with NRCS in Minden, NV, who is president of the Earth, Soil, and Water Conservation Club at Cal Poly-San Luis Obispo and had never heard of SWCS until browsing the internet! Rose has responded and will refer the email to Corinne Brooks and Andrea Casey, Student Chapter and Membership Chairs, respectively, for further action.

Reports were then given on the following Committees:

➤ Annual Conference – Erik Beardsley

Hokholt, who was chair of the postponed 2008 Annual Conference which has now been re-scheduled for April 21-23, 2009, reported in Beardsley's absence. As noted under correspondence, a new contract with The Pines Resort has been signed and the Chapter has a \$1000 deposit with the resort. On August 25<sup>th</sup>, Beardsley, Hokholt, and Hogan will meet with NRCS State Resource Conservationist Diane Holcomb and, if possible, with NRCS State Conservationist Ed Burton to discuss how the Chapter can interface with NRCS training in determining the program for the conference. The Yosemite RC&D has been contacted regarding the position of a Conference Coordinator; RC&D Coordinator Robyn Smith is interested, but needs approval by the RC&D Council. According to Hokholt, the 2009 Annual Conference Committee needs additional members. At this time, no date has been set for the next Committee teleconference.

➤ Awards – Vacant

President Hokholt reported that she had contacted Nancy Stein regarding chairing this committee and, although she is doing well, Stein would not want to consider the Chairmanship of any committee at this time. However, she would like to get involved with NRCS again and, perhaps, could help in another way. Former Chair Hogan has contacted National regarding SWCS Awards.

➤ Bylaws – Mike Simmons

Chair Simmons was unable to participate. Bunter suggested requesting the Bylaws Committee take a look at the Bylaw Section regarding a quorum for Executive Council meetings.

➤ Communications –

President Hokholt reported that she assumes Anita Brown has accepted the appointment as chair of this committee, and they have exchanged information.

➤ Financial Oversight – Ken Trott

Chair Trott was unable to participate. Treasurer Bunter reported that new signature cards for the financial institution had been signed on July 17, 2008, and Hokholt added that she had received a new set of checks imprinted with the Chapter's current name, *California-Nevada*.

➤ Leadership Development – Erik Beardsley

Chair Beardsley was unable to participate – no report.

➤ Membership –Andrea Casey

Chair Casey was unable to participate. Hokholt reported that new members are being welcomed with the Chapter's new-member letter signed by the President and that the new California NRCS Deputy State Conservationist Gayle Norman attended the International SWCS Meeting in Arizona along with about 600 others, and has changed her membership to the California-Nevada Chapter.

➤ Newsletter – Wendy Rash, Editor; Walt Bunter, Publisher

President Hokholt reported that Editor Rash had agreed to continue in this position, but was unable to participate today. She also requested committee chairs to submit reports for the newsletter. Publisher Bunter had no report.

➤ Nominations – Dave Rose

No report.

➤ Policy – Ladi Asgill

Chair Asgill was unable to participate, but Hokholt reported that the committee (Asgill, Trott, and Hogan) met on August 5, 2008.

➤ Professional Development – Phil Hogan

President Hokholt reported that Hogan has agreed to continue as chair of this committee. He is working with her on the Fall Technical Meeting at the Lawrence Livermore Lab, which they will also discuss with Holcomb.

➤ Scholarship – Tina Vander Hoek

Chair Vander Hoek anticipates sending the announcement of the 2009 Scholarship with applications to colleges and universities in September. She has submitted a profile of the 2008 recipient, Rosemary Records, to be included in the next issue of *RUNOFF*. A need for additional committee members was expressed by Vander Hoek; Grover suggested perhaps this was a way in which Stein could get involved again; Vander Hoek will contact her.

➤ Student Chapters – Corinne Brooks

President Hokholt reported that Brooks is enthusiastic about chairing this committee, but was unable to participate today. It was noted that, according to the latest roster received from National, there are four members in the Student Chapter at Cal Poly-San Luis Obispo.

➤ Strategic Plan –

President Hokholt reported that she has asked Kay Joy if she would continue as chair of this committee, but has received no response.

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

➤ Fall Technical Meeting –

Hokholt reported that she and Hogan are working on a tour of the Lawrence Livermore Lab, followed by lunch and a meeting, during the week of October 27<sup>th</sup> (Tuesday, Wednesday, or Thursday) for the Fall Technical Meeting. They are looking at weaving in climate change with what is being done at the Lab. The tour will be limited to 20-25 participants, who will be required to complete a security form by two weeks prior to the tour.

➤ Reimbursement of 2008 SWCS International Meeting Delegate and Alternate –

It was moved by Grover, seconded, and passed to reimburse Chapter Delegate Steffek his out-of-pocket expenses to attend the 2008 SWCS International Meeting in the amount of \$273.61. Based on the email from Chapter Alternate Corinne Brooks regarding her expenses, there will be no reimbursement to her for expenses to attend the meeting. However, it was moved by Berntsen, seconded, and passed to reimburse Brooks \$99.83 for the items she purchased, as delegated by Steffek, on behalf of the California Chapter for donation to the Arizona Chapter's Silent Auction at the meeting, as authorized at the June 13, 2008, Executive Council Meeting.

➤ Chapter Membership Survey –

Discussion/action regarding a new Chapter Membership Survey was tabled.

➤ 2008-2012 Strategic Plan –

Grover had pointed out that the 2008-2012 Strategic Plan needs to be presented for adoption by the membership at the 2009 Annual Business Meeting as it will already be a year overdue at that time. Bunter has prepared a draft 2008-2012 Strategic Plan, which he had sent to Joy for her information. He will now send it to the members of the Executive Council and Committee Chairs before the next meeting for review at that time.

There was no New Business to be brought before the Executive Council at this meeting.

In an effort to avoid not having a quorum for future meetings of the Executive Council, Hokholt sent a query all Executive Council members and Committee Chairs regarding what days are good for them to have teleconferences and what time of day is best, mornings or afternoons. As the responses she received were all over the board, it was agreed by general consent to continue having them on Fridays, and generally the third Friday of the month. Those involved were requested to advise Hokholt if this is a problem.

Therefore, the next regular meeting/teleconference of the Executive Council was scheduled for **10:00 a.m. on Friday, September 19, 2008**. It was moved by Grover, seconded, and passed to adjourn the meeting at 11:15 a.m.