



# California-Nevada Chapter SWCS

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## MINUTES OF THE EXECUTIVE COUNCIL TELECONFERENCE/MEETING October 26, 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 10:10 a.m. on Friday, October 26, 2007. The following Executive Council Members were present: Lisa Hokholt, President-Elect; Mark Steffek, Past President; Pat Grover, Secretary; Walt Bunter, Treasurer; and Andrea Casey and Steve Perkins, Council Directors. Unable to participate were Council Directors Ladi Asgill, Ken Trott, Tina Vander Hoek, and Bruce Williams. The Student Representative position is vacant as this time. A quorum was present.

In order to accommodate Hokholt, who may be unable to participate in the entire teleconference due to technical difficulties, the Annual Conference Committee report was made at this time. Hokholt reported that the Committee held a teleconference on Monday, October 22<sup>nd</sup>. As no Conference Planner proposal had been received at that time from Tacy Currey, suggestions for other proposals were solicited with the following responses: Bill Andrews, referred by April Stinson, and Robyn Smith, Yosemite-Sequoia RC&D Coordinator in the area of the proposed site of the Conference, suggested by Sandy Wright. Wright, an RC&D employee in the area, volunteered to help with the Conference, but is not interested in contractual services. A proposal was received from Currey on Thursday, which will be considered with any others submitted at the next meeting of the Committee.

Hokholt explained she has been detailed to Riverside to support NRCS fire response team efforts there for one to two months and will be unable to participate in SWCS during that time. However, she expects to be able to join the next Annual Conference Committee teleconference, which she will set up. Bunter suggested having it on Wednesday, November 7<sup>th</sup>, with a deadline of November 2<sup>nd</sup> for any additional Conference Planner proposals. Regarding the program for Conference, which is tentatively scheduled for May 5, 6, and 7, 2008, (Monday-Wednesday) at the Bass Lake Resort, Hokholt reported she has contacted the Lawrence Livermore Laboratory about addressing global climate change at the Conference. Inclusion of CPESC training and examination is also being discussed. Grover requested Bunter to prepare a financial report for just the training and examination given at the 2007 Annual Conference. Bunter expressed the opinion that at least the CPESC examination be offered.

At this time, President Rose returned to the distributed meeting agenda. It was moved by Bunter, seconded, and passed to approve the minutes of the September 17, 2007, Executive Council meeting, as distributed.

Treasurer Bunter had emailed to Council Members a Fiscal Year 2007 report as of October 26, 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 \$9,001.90 including new income since September 17, 2007, of \$344.46 as result of CD interest income. Since there were no new expenses since August 17, 2007, the total of expenses since January 1, 2007, remained at \$14,589.54. The balance of funds on October 26, 2007, is \$36,591.40.

According to Bunter, there has been no response from the second billing on September 14<sup>th</sup> sent to two people for their Conference registration fees totaling \$125. He recommended we write these off as uncollectible debts; this recommendation will be considered under the proper order of business. As one of the uncollected registrations was to retake the CPESC exam on Friday, Bunter will write a letter to the International Erosion Control Association. Bunter also reported that we received our Seller's Permit from the State Board of Equalization, which requires us to file sales tax returns on a yearly basis. Our first return covering the period of 05/02-12/31/07 will be due 01/31/08 and is for the sales taxes on the logo shirts and vests we sell for \$25 and \$35 respectively, which includes the sales tax. Bunter still needs to apply for a new Raffle Permit to cover the scholarship committee's raffle at our next conference. He filed our report for the raffle at our last conference on September 19<sup>th</sup>. It was moved by Grover, seconded, and passed to accept the financial report.

The following correspondence was noted by the Secretary:

- In response to an email from Grover regarding today's teleconference, an email from prospective Student Representative Renee Nall, stating that, unfortunately, she is unable to make it due to an exam. However, she would be interested in future meetings if she is able.
- A review of the 2007 Plan of Work was tabled until the Planning Meeting on November 9<sup>th</sup>.

The following committee reports were made at this time:

- Awards – Vacant  
As Phil Hogan has stepped down as chair of this committee, President Rose will appoint a new chair before the November 9<sup>th</sup> meeting.
- Bylaws – Mike Simmons  
Simmons was unable to participate.
- Communications – Paul Laustsen  
Laustsen was unable to participate. Today is his last day with NRCS before transferring to USGS. Bunter reported that several pages of the website have been updated including members of the Executive Council, the scholarship application, the newsletter, and the minutes. Mark Parson will continue as the contact for the website.
- Financial Oversight (Audit) – Ken Trott  
Trott was unable to participate. Nevada Chapter still needs to report its current financial status to the California Chapter in order to facilitate the merger of the two chapters. Perkins and Bunter will follow-up on this.
- Leadership Development – Erik Beardsley  
Beardsley was unable to participate.
- Membership – Andrea Casey  
Casey reported that CARCD Executive Director Tacy Currey has agreed to copy and include an SWCS information sheet in the packets of those registering for the CARCD Annual Conference, which is being held in Rancho Cordova, November 7-10, 2007. Casey will email the sheet to Executive Committee member for review prior to submitting to Currey. According to Casey, the SWCS national office is working on a brochure for distribution to non-profit organizations. She has not yet received the latest roster, which is now to be sent to her; but the Chapter has one new member. Rose added that the Chapter is slowly adding members. Grover inquired about exhibiting the SWCS display at the CARCD Conference; however, Bunter noted it is not cost-effective as it has not produced any new members. He did suggest mailing the information sheet Casey prepared to all RCDs after the Conference.
- Newsletter – Wendy Rash (Editor), Walt Bunter (Publisher)  
Bunter reported for Rash that the deadline to submit articles and pictures for the Fall issue is November 9<sup>th</sup>. The names of the CPECSs in the state will be printed in the Fall issue while the names of the California-Nevada Chapter members will appear in the Winter issue.
- Nominating– Mark Steffek  
No report at this time. Rose reported that the Chapter had not recommended the names of any members to the National Nominations Committee for consideration as a nominee for West Region Director. It is his understanding that Incumbent Don Wysocki will run for re-election as the West Region Director as well as for the position of Vice President.
- Policy – Ladi Asgill  
Asgill was unable to participate due a conflict with a meeting of the Ag Leadership Program participants to which he has been selected, according to Grover. Rose reported that the Senate Ag Committee has passed out the Farm Bill, and it could possible be considered on the Senate floor next week. After the bill is passed by the full Senate, it will go to a Senate-House conference committee with the hope to be completed by Christmas.
- Professional Development – Phil Hogan  
Hogan was unable to participate. Rose will discuss this committee with Hogan.
- Scholarship – Tina Vander Hoek  
Vander Hoek was unable to participate. Bunter reported the 2008 Scholarship application has been posted on the Website. Completed applications must be returned postmarked no later than January 31, 2008.

- Student Chapters – Williams  
Williams was unable to participate. Bunter suggested he be asked to contact Dr. Chip Appel, who Vander Hoek had previously reported was the advisor for the Student Chapter at Cal Poly – San Luis Obispo.
- Student Representative – Vacant  
Rose will add Nall to his distribution list for the meeting agendas and teleconference call-in information, and will also send her a note (see correspondence). Grover suggested the possibility of voting on her for the position at the November 9<sup>th</sup> meeting if he had received a response from her.

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

- Chapters Merging News Release –  
Rose will submit a news release to the *Conservagram* regarding the merging of the California and Nevada Chapters. Bunter volunteered to prepare a draft and send it to Rose for review as well as to Past President Steffek and Nevada Representative Cub Wolfe, who were actively involved in the merger. Bunter also reported he had been contacted by National as to which state's EIN number to be used and he had responded California's; National is now forwarding dues for both states to Bunter. Rose added that the two states have been combined by National in the *Conservagram* and on the roster.
- Conference Planner Proposal –  
The Annual Conference Committee will meet prior to the next Executive Council meeting to review the proposal made by Currey and any others that may be received, and make a recommendation to the Executive Council for action at its next meeting.
- Chapter Member Surveys –  
During the review of the 2007 Plan of Work at the 8/17/07 Executive Council meeting, Grover offered to try and locate the summary of the last survey and send copies to members of the Executive Council. However, she was unable to find an electronic copy of the 2003-04 survey results, but did forward electronic copies of the CA Chapter SWCS Member Survey 2001 Summary Report. Rose will discuss the surveys with Past President Erik Beardsley, who is believed to have the 2003-04 results. Further discussion was tabled until the November 9<sup>th</sup> meeting.
- 2007 Annual Planning Meeting –  
The 2007 California-Nevada Chapter Annual Planning Meeting will be held from 10:00 a.m. to 5:00 p.m. on Friday, November 9, 2007, in conjunction with the CARCD Annual Conference, which is being held in Rancho Cordova.

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

- Certificate of Amendment of Articles of Incorporation –  
Copies of the new Certificate along with the original 1960 Articles of Incorporation and the 1991 Certificate of Amendment had been forwarded to members of the Executive Council by Rose. It was moved by Steffek, seconded, and passed to approve the new certificate, which needs to be filed with the California Secretary of State to change the name of our corporation to California-Nevada Chapter of SWCS along with other amendments to the Articles. The certificate will now be signed by the President and Secretary on either November 7<sup>th</sup> or 9<sup>th</sup>, after which Bunter will send it and two copies to the Secretary of State with a \$30 check to cover the filing fee.
- Uncollectible Debts –  
It was moved by Bunter, seconded, and passed to write-off the \$125 in uncollectible registrations fees for two people who attended the 2007 Annual Conference.
- Idaho Chapter Contact –  
Rose reported that the Idaho Chapter is considering disbanding or merging with the Inland Empire Chapter and had requested information regarding doing so, which he provided.
- Revenue Sharing Policy –  
Grover had requested a review of this policy prior to forwarding it to the 2008 Annual Conference Committee for information. The review was tabled to the November 9<sup>th</sup> meeting.

➤ Reimbursement of Planning Meeting Expenses –

It was moved by Bunter, seconded, and passed that, for those who are not otherwise reimbursed, the Chapter would pay for Executive Council Members and Committee Chairs participating in the Planning Meeting “working lunch,” and Executive Council Members’ travel expenses to the meeting at 30 cents a mile.

Bunter reported that organizations now have the opportunity to file tax returns electronically; however, he plans to continue filing a 990 as before.

The next regular meeting of the Executive Council is scheduled for 10:00 a.m. on Friday, November 9, 2007, at the Marriott Rancho Cordova, 11211 Point East Drive, Rancho Cordova, CA 95742. The date and time for the next teleconference will be set at that time. It was moved by Bunter, seconded, and passed to adjourn the meeting at 11:35 a.m.

s/ PATRICIA GROVER, SECRETARY

s/ DAVID ROSE, PRESIDENT