

Capital RC&D Area Council Meeting

Friday, May 15, 2009

9:30 AM – 11:30 AM

Capital RC&D Office, Harrisburg, PA

Present:

Adams County: Judy Chambers, Larry Martick, Bicky Redman

Cumberland County: Courtney Accurti, Adam McClain, Rebecca Wiser (alt), Stephanie Williams

Dauphin County: Lia Book (alt), Ann Devine, Skip Memmi, James Szymborski

Franklin County: Comm. David Keller, Janet Pollard, Ernest Tarner

Lancaster County: Edwina Coder, Gerald Heistand, Donald McNutt (alt)

Lebanon County: Richard Blouch, Robert Sentz (alt), Chuck Wertz

York County: Keith Eisenhart, Mark Kimmel

Advisory Members: Ron Beam

Staff: Susan Parry, RC&D Coordinator; Kathy Greiner, RC&D Program Administrator

Visitors: Elwood Blake, DEP; Jim Spontak, DEP; Frank Schneider, DEP; Doug Kilgore, PDA

Capital RC&D Council Meeting was called to order at 9:32 AM.

Public Comment/Agenda Additions

All attendees introduced themselves and visitors were welcomed. Susan Parry noted several agenda additions. There was no public comment.

Review/Approval of Minutes

Minutes of the March 2009 meeting were approved as submitted (Martick/Blouch).

Committee Reports

- 1.) The Executive Committee report was presented by Bicky Redman. The executive committee met and discussed financial policy and a business training session. Policies will be posted on the web site. Stephanie Williams elaborated on her research into the application of the State Ethics Act to the RC&D Board. She will notify the Board when a ruling is made as to whether voting members need to fill out a statement of financial interest form.
- 2.) Finance Committee- The financial statements for the seven months ended April 30 were presented to the Board. Gerald Heistand explained the Project Budget Summary and Kathy Greiner explained the Balance Sheet, Profit and Loss Statement and the Admin Budget to Actual Comparison. A few changes to the reporting format were suggested and will be implemented for the July Board meeting.
- 3.) In response to a question about the projected loss in the admin budget, Susan Parry stated that Capital RC&D would receive \$20,000 for office support and Plan of Work Implementation from NRCS through a Cooperative Agreement, to be administered on an annual basis (June 1 to May 31, 2010).
- 4.) The revised financial policy was discussed. It was decided that the finance committee needs to review/comment on the changes before the board can consider/approve it.
- 5.) Susan Parry stated that bank signatories were required to be updated due to the new slate of officers. A motion was made and carried to remove Vince McCollum and Ron Beam then to add Stephanie Williams and Bicky Redman as signers (Martick/Pollard).
- 6.) The financial reports were accepted to be filed subject to audit (Eisenhart/Coder).
- 7.) Stephanie Williams presented the Program Committee report. The 2010 Plan of Work will be presented at the July meeting and approval requested at the September meeting. At the same meeting, the strategy for developing a new 5-year Area Plan will be presented. For the benefit of new members, Susan Parry reviewed the planning efforts/documents that are part of the RC&D Program Requirements.
- 8.) Discussion ensued about planning and program issues. Ann Devine brought up the state stimulus project funds available through several agencies with fast-approaching deadlines, which can be daunting for those within local communities eligible for the funds. Several members suggested that we request someone from agencies involved and the Governor's

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office to speak at an upcoming board meeting regarding grants available as a result of stimulus funds. Susan Parry will research and get back to the group on the potential for a presentation.

- 9.) Don McNutt presented the Nutrient Trading Committee report. Discussion ensued regarding nutrient trading as a state program, as well as the Capital RC&D goal for its role in the overall program. A motion was made and carried (with three dissenting votes) to adopt the strategy for the RC&D to serve as an aggregator/broker of Nutrient trading credits for the Park the Plow program (Coder/Chambers).

Coordinator/Staff Report (distributed):

Susan Parry asked if there were questions on the report; Judy Chambers then congratulated Susan for her upcoming "graduation" from the two-year Penn State University Rural Leadership Program.

Parry mentioned that the Program Committee suggested that she and staff should review one RC&D project per meeting, to keep the Council apprised and engaged in all projects. There was discussion about potentially having one Council member serve as a contact for each of the approved projects, to garner the skills/interests of the Board. This project for this month was the Claremont Community Gardens, which was formally approved by the board in January 2006. She presented the status of the project and also briefly discussed the Council's overall process of project submission and approval through the Project Proposal Form. Any county "sponsor" representative can submit a project using the form provided.

Parry also described on Susan Richards behalf that the RC&D office is in discussions with the former Carlisle Central Farmers Market Association (now called Farmers on the Square), which lost their building this year. They would like Capital RC&D to be their fiscal agent on a short-term basis until they build their capacity, just as the RC&D has with the PA No-Till Alliance and other groups. Susan Richards will assist them in preparation of a Project Proposal Form for the board to review. This will need to be an e-mail referendum since a decision will be needed before July. The members then asked questions regarding fiscal management and fee for service issues, which will be addressed by staff via email for their review and consideration.

Other Business

A final draft of the Annual Report for 2007-2008 was handed out. Susan thanked the ad-hoc committee for their help, Janet for printing the report for the Board and asked for general feedback. Discussion regarding its distribution took place and Ann Devine mentioned that Center for Rural PA used to fund printing for newsletters and may have funds available to print the annual report.

A motion was made and passed to approve the new agreement with NRCS which will fund Capital RC&D for \$20,000 for one year beginning in June 2009 (Martick/Pollard).

Susan Parry mentioned she will be attending the National Association of RC&D Councils training conference in Albuquerque, New Mexico. The PA RC&D Annual Meeting will take place in Oil City, PA in September and she will provide more information when available.

Adjournment:

Meeting was adjourned at 11:40 AM. Lunch was provided and an afternoon presentation/panel discussion was provided regarding the Lycoming County Nutrient Trading Project.

Signature: _____

Date: _____