

SWCS Empire Chapter Council Meeting
January 28, 2009, 10:00 am, Auburn USDA Service Center, Auburn, NY

Present: Peter Wright, Dianna Power, Greg Albrecht, Paul Salon, Lisa Miller
Via telephone: Scott Fitcher, Don Kuhn, Brad Schwab

1. Review of November 13, 2008 Empire Chapter Annual Business Minutes
 - Correction: Vanguard investment accounts were not finalized in November. Creation of the Vanguard accounts was held off due to the economy
 - Motion made by Peter to accept corrected minutes
 - Seconded by Scott
 - Motion was carried

2. Treasurer's Report – Brad/Lisa
 - Sales Tax for Stormwater publications –
 - As of January all order forms and online PayPal have been setup to add on sales tax
 - Chapter will have to write a check to NYS with counties itemized to show what tax goes to each county
 - Account Balances: \$11,410.10 in Checking Account, \$4513.06 in PayPal Account
 - Publications Inventory – Field Notebooks
 - Many orders are coming in for Field Notebooks
 - Rumor that field notebooks will be updated by Don Lake
 1. Action Item: Peter Wright will contact Don for update status
 - March 2008 Order: For 500 notebooks it cost \$5745, for 750 notebooks it cost \$7682, for 1000 notebooks it cost \$8640
 - It takes 4-6 weeks to get books once ordered
 - Peter Wright made motion to order up to 750 Field Notebooks contingent on:
 1. Whether Don Lake says an update is coming out soon
 2. As long as the price has not increased by more than 10% from 2008.
 - Seconded by Brad
 - Motion was carried
 - Action Item: Lisa will email council once she has new price estimate
 - Accountant - Lisa
 - Chapter Accountant printed and sent 1099 to Lisa
 - Taxes are complete for 2008
 - Lisa will update T-shirt inventory
 - Vanguard Accounts – Brad Schwab
 - Discussion on whether to move forward to create accounts now
 1. Peter recommended investing a portion at a time
 - 60% stocks and 40% bonds
 - Peter made motion to close Money-Market Accounts and enter half of funds into 2 Vanguard Accounts (SWCS and Fletcher Scholarship) now, and enter remaining half in Vanguard Accounts in June. June funds will remain in Chapter Savings account until June. Lisa will track funds manually
 - Seconded by Dianna
 - Motion was carried
 - PayPal – Transferring Funds – Greg
 - Sales through PayPal greater than \$500 per month require the affiliation of a social security number or credit card number
 - Discussion on the use of a debit/credit card

- Council members are not comfortable with using their personal social security numbers
 - Greg made a motion to create a secondary HSBC checking account for the Chapter and activate a debit card for use for PayPal fund transfers
 - Seconded by Peter
 - Motion was carried
 - Dianna made a motion to approve the Treasurer's Report
 - Seconded by Peter
 - Motion was carried
3. Lisa Miller – Office Management
- Recap of the Status of contract for administrative assistance with Lisa
 - Motion to approve agreement with Lisa was 11/08
 - Greg will sign agreement today
 - Lisa will submit invoices to Brad and Greg monthly. Invoices will be reviewed at each council meeting within Treasurer's Report
4. Annual Chapter Report - Greg
- Report will be submitted to National SWCS in Ankeny in mid-February
5. Ideas/Interests for 2009
- Peter – SWCS as lobbying group to NYS
 - Iowa lobbies and has a Legislative Affairs Committee
 - Topics for Lobby: AEM Funding, Stormwater Management, PRO-DAIRY, Climate Change, Dam Regulation
 - Action: How/who could we align with for lobbying effort? (Farm Bureau, NYACD, CDEA, etc)
 - Topics being supported should be approved by Council or Members at Annual Meeting
 - Paul Salon – Climate Change Conservation Initiative
 - Purpose: 1. Provide information to lawmakers that infrastructure or agencies are already set up to be able to be effective to improve climate change, 2. Educate the public
 - 1. Example: Change biofuels policy from grain to cellulosic
 - Paul is proposing that the Empire Chapter support this effort and pass a resolution to be considered at the Annual National SWCS Meeting
 - Climate Change Committee to review and develop resolution: Paul Salon (Chairperson), Greg Albrecht, Peter Wright, Jim Hotaling,
 - Action: Send draft resolution to all Empire Chapter members, members should contact Paul Salon if they are interested in participating in the Climate Change Committee.
 - Evaluating the Mini-Grant Program/Charitable Donations
 - Committee: Scott Fitscher (Chairperson), Dianna Power, Greg Albrecht, Bill Keating
 - Should consider overall budgeting for how much the Chapter will donate annually
 - Enhance requirements to include: Summary Reports after event is complete, Proposed Budget Summary, Description of how project enhances SWCS priorities
6. Mini-Grant/Donation Requests
- Cortland County SWCD – Development of Feral Pig Brochure
 - Submitted by member: Amanda Barber/Cortland County SWCD

- Peter made a motion to approve request for \$1000, pending membership status check on Cortland SWCD and require that SWCS logo is acknowledged on brochure
- Seconded by Bub Barra
- Motion Carried
- Skaneateles Watershed Ag Program (member: Mark Burger) – Development of Gravel and Earthen Road Brochure
 - Peter made a motion to approve request for \$1000, pending membership status check on Mark Burger and require that SWCS logo is acknowledged on brochure
 - Seconded by Greg Albrecht
 - Motion Carried

7. Nominations for National Awards

8. Schedule of Council Meetings

- Next Council Meeting will be Friday, March 13, 2009, 1:00 pm to 3:30 pm at the Water Quality Symposium, Auburn Holiday Inn, Auburn, NY
- Thursday, May 14th, 10am to 12:30pm, USDA Service Center, Auburn
- Wednesday, July 1st, 10am to 12:30pm, USDA Service Center, Auburn
- Thursday, September 10th, 10am to 12:30pm, USDA Service Center, Auburn
- Annual Meeting: Week of November 16th

9. Peter Wright made motion to adjourn

- Seconded by Scott Fitcher
- Motion Carried