

SWCS Empire Chapter Council Meeting  
September 12, 2008, 10:00 am, Teleconference

Present: Peter Wright, Dianna Power, Greg Albrect, Jim Hotaling, Brian Boerman  
Absent: Brad Schwab, Bub Barra, Josh Hornesky, Lisa Miller, Bill Keating, Henry Kelsey, Craig Schutt

1. Treasurer's Report – Brad/Lisa

- Lisa is out sick so there was no Treasurer's Report

2. New Investments for Scholarship/Endowment Funds – Peter

- Vanguard accounts – Access
  - Peter suggested that 3 people should have access to sign checks, etc
    - Office Manager – Lisa
    - President-Elect – Greg
    - Treasurer – Brad
  - Peter also suggested that 2 people be required sign for the Vanguard accounts
- Dianna made a motion to accept Peter's suggestion
  - Greg seconded the motion
  - Motion was carried

3. Acceptance of July 11, 2008 Chapter Minutes

- Motion made by Jim to accept minutes
- Seconded by Greg
- Motion was carried

4. Lisa Miller – Office Management

- Due to audits of the Cayuga SWCD, auditors and SWCD management are concerned about Lisa being reimbursed by the society as well as being paid full-time by the SWCD
- To avoid confusion and concern, Lisa has agreed to continue to act as Office Manager for the SWCS from her home as a private contractor
- A new agreement will be developed between the Empire Chapter and Lisa Miller, instead of the Empire Chapter and the Cayuga County SWCD.
  - Peter will work with Lisa to develop a new agreement and the Council will review and vote on the agreement at the next meeting
  - Costs are expected to be increased as Lisa will now be a private contractor and have to pay taxes
- The Council may want to think about a longer- term solution for the future.

5. Annual Meeting - Greg

- Scheduled for November 13, 2008 at Holiday Inn, Waterloo, NY
- Review Tentative Agenda (See attached)
  - Bill Boyer – Northeast SWCS Representative will be attending,
    - Peter recommends giving Bill a little bit of time during lunch to introduce himself and answer questions.
- Greg will checking with the Holiday Inn whether we can set up "Sponsorship Tables"
  - SWCS Corporate Sponsors could get a table at cost
  - Offer other presenters to put up a table for a fee
- Publicity –
  - Announcement out by the end of September
  - Greg will update Registration Form
  - Registration form, agenda and announcement will be emailed to SWCDs, NRCS, AEM, DEC, CCA, Conservogram, Engineers, EPA and put up on website
- Budget –
  - Cost will be \$35 for early registration before 11/3/08. \$45 at door.

6. Awards – Jim Hotaling

- To date, no award nominations have come in
- Action Item – Dianna send out an email to all members to submit award nominations to Jim by 10/24/08.
- Awards will be presented at Annual Meeting during lunch.

7. Members Email List- Dianna

- Council members should review full email list of members and send any changes to Dianna

8. Scholarship – Josh (via email to Peter)

- Announcements for scholarships are finalized
  - Will be on the chapter website next week
  - Packages will be sent to colleges as well
- Scholarship winners will be announced at the Annual Meeting

9. Council Elections/Nominations – Brian

- Current council members and their term endings (if incorrect let Dianna/Brian know):
  - President – 1 year
  - Past President – 1 year
  - President Elect – 1 year
  - Vice President – 2 year term, Jim's term is up 11/2009
  - Treasurer – 3 year term, Brad's term is up 11/2010
  - Secretary – 2 year term, Dianna's term is up 11/2008
  - Regional Reps – 2 year terms
    - Craig's term is up 11/2009
    - Bub Barra's term is up 11/2009
    - Henry Kelsey's term is up 11/2009
    - Bill Keating's term is up 11/2008
  - At Large Rep – 2 year term, Josh's term is up 11/2008
- Council positions that we are taking nominations for are:
  - President-Elect
  - Secretary (Currently Dianna)
  - Region 4 Rep (Currently Bill Keating)
  - At-Large Member (Currently Josh)
- During the call, Peter nominated Dianna for another term as Secretary, Dianna accepted
- Nominations can be emailed to Brian Boerman before the Annual Meeting or taken at the meeting
  - Action Items – Dianna will send out an email to all chapter members requesting ideas for nominations are sent to Brian Boerman.

10. Website – Greg

- Email updates/events to Greg and he will load them
- Long-Term Website Management
  - Vice President, Secretary and Regional Reps will be responsible for keeping their sections of the website up to date.
- We will put on a training for council members for updating the website this winter
  - Possibly in conjunction with the CCA training in December?

11. Northeast Technology Workshop for SWCS – Peter

- Bill Boyer, NE SWCS Rep is looking to put together a Northeast workshop
  - More info in the future\

12. Next Meeting: Business meeting at 8:00am at the Annual Meeting, 11/13/08

13. Jim made a motion to adjourn, Dianna seconded the motion, and Motion was carried