

***Piedmont Conservation Council, Inc.***

***FINAL Executive Board Meeting Minutes***

***January 19, 2012***

Note: A Full Council meeting was scheduled, however after the meeting had begun, some members were no longer able to attend and a Full Council quorum could not be achieved. An emergency Executive Board meeting was convened with a quorum of Executive Board members.

Members Present: Eddie Culberson, Vice-Chair (Chatham), Frank Green (Rockingham), Rudy Langley, Treasurer (Alamance), Hazel Puckett, Secretary (Rockingham), Norton Webster (Chatham), Herb Hendrickson (Alamance), Millie Langley (Guilford), Gail Hughes (Orange), Stephanie Grant (staff)

Members Absent: Talmage Layton, Hester Vernon, Bill Alston, Janet McFall, Rick McVey, Brenda Williams, Alex Ashton, David Stancil, Larry Baker, Brenda Sutton, Tushar Mahale, Dale Threatt-Taylor

- I. Presentation from Lynnette Batt of American Rivers – Ms. Batt presented about the potential for continuing to the deconstruction phase of Lassiter Mill Dam and picking up the Smitherman’s Dam project. Partners for Fish and Wildlife has already submitted an internal grant application for PCC to administer these projects, which is expected to also be funded by the next cycle of AR-NOAA grants for the total funding needed.
- II. Ms. Grant distributed the project priority rankings established by the EB in November to any members present who had yet to review them.
- III. Discussion of a transition plan for Stephanie leaving – during the fab labs interview process a particular candidate was identified that may be a good fit for Executive Director. The board discussed the hiring process, and suggested sending out an RFP/job description to widen the hiring pool and get as many prospects as possible. A mid-March or early-April hire would be ideal.
- IV. Ms. Grant offered project updates on the 990 tax submittals (now ready for signature), 1099 distributions, Greg Sanders (insurance agent) retirement, abridged minutes format, Alamance Community College, CW Stanford, the EEG Green Roof application, and the Farm Incubator project.
- V. Call to Order & Chairman Comments – Eddie Culberson, Vice Chairman
  - a. Eddie Culberson called an emergency executive board meeting to order at 7:05 p.m. on January 19, 2012 at Alamance Community College and confirmed the presence of a quorum.
- VI. Approval of Minutes from August 11<sup>th</sup> FC meeting – could not be approved because no FC quorum.
- VII. Discussion/Decision Items
  - a. Meeting Attendance – in order to make a quorum easier to achieve, the EB unanimously approved electing Norton Webster as an “Acting” EB member from Chatham County, and Eddie Culberson intends to replace Talmage Layton as the Durham EB member once the “live and work” clause is added to the bylaws.

- b. Unanimously approved extending SJ Grant Consulting contract to continue project management through the end of May. Motion: Langley, 2<sup>nd</sup>: Puckett
  - c. Unanimously approved releasing an RFP to replace Stephanie Grant as project manager/executive director. EB requested getting the RFP out as possible and allowing a 30-day turn around for submissions. Motion: Green, 2<sup>nd</sup>: Langley
  - d. Unanimously approved the Partners for Fish and Wildlife grant application for Lassiter Mill Dam, postponed voting on Smitherman's Dam until 2-7-12 EB meeting (after contacting Environmental Impact RC&D). Motion: Hughes, 2<sup>nd</sup>: Langley
  - e. Unanimously approved pursuing the EPA Urban Waters grant for an inventory of stormwater projects in Southwest High Point. M: Hughes, 2<sup>nd</sup>: Webster
  - f. Unanimously approved submitting to NC Secretary of State another Articles of Amendment to update PCC's info, and pay associated fee. Motion: Langley, 2<sup>nd</sup>: Hughes
  - g. Unanimously approved the contract for Michelle Gonzales-Green as presented to manage Fab Labs Carolinas. Motion: Hughes, 2<sup>nd</sup>: Green
  - h. Discussed the potential of opening a separate bank account for Fab Labs Carolinas. Decision postponed to next meeting.
  - i. Unanimously approved contract for Dorsett Associates as presented to work on the Caswell County Farmland Protection Plan. Motion: Langley, 2<sup>nd</sup>: Green
  - j. All invoices unanimously approved as presented.
    - i. SJ Grant Consulting, LLC - \$1,500.00
    - ii. SJ Grant Consulting, LLC - \$1,687.50
    - iii. SJ Grant Consulting, LLC - \$1,548.00
    - iv. SJ Grant Consulting, LLC - \$1,548.00
    - v. Princeton Hydro, LLC - \$10,130.09
- VIII. New business – County Dues are due. Ms. Grant will send invoices for \$2,000.00 to each member county S&W conservation district.
- IX. Upcoming events/meetings  
Next Executive Board meeting is February 7, 2012 at May Memorial Library 6:30-8:30pm.
- X. Adjournment  
The meeting was adjourned at 8:35 pm.