

Piedmont Conservation Council, Inc.

FINAL Executive Board Meeting Minutes

May 8, 2012

Members Present: Alex Ashton (Chairman, Guilford), Eddie Culberson, Vice-Chair (Durham), Frank Green (Rockingham), Norton Webster (Secretary, Chatham), Gail Hughes (Orange), Bill Alston (Randolph), Stephanie Grant (staff), Jacob Leech (staff)

Members Absent: Hester Vernon, Hazel Puckett, Rudy Langley

- I. Call to Order & Chairman Comments – Alex Ashton, Chairman
 - a. Alex Ashton called the meeting to order at 6:40 p.m. on May 8th, 2012 at the May Memorial Library in Burlington and confirmed the presence of a quorum.
- II. Approval of Minutes from March 6th, 2012 Executive Board meeting was postponed until the June meeting.
- III. Discussion/Decision Items
 - a. Approval of contract with Jacob Leech to perform administrative and project management duties for PCC. M: Alston, 2: Hughes. Unanimously approved.
 - b. Fab Lab Decisions
 - i. Corporate Sponsorship MOU – postponed for subcommittee in order to incorporate board comments
 - ii. Purchases –
 1. \$3,000 bus for mobile IDEA unit. This will be the face of the fab labs project, and the mobile IDEA bus will travel to “hubs” throughout the community with equipment and team members. To be purchased from Durham Public Schools. M: Alston, 2: Webster. Unanimously approved.
 2. \$500 for computer classroom space. This will be how the “hub” champions will become educated on how to use software and hardware. \$500 pays for 6 weeks, one day per week, for two hours at the Holton Community Center. M: Culberson, 2: Hughes. Unanimously approved.
 3. \$3,000 for Vinyl Cutter. This decision was postponed for subcommittee as the board was not comfortable making a decision at this time.
 - iii. The board passed a resolution stating the importance of fiscal responsibility in allocating Fab Lab funds. After the approved purchases of this meeting, the project budget (excluding staff contracts) is under \$7,000, and the board wishes to emphasize the need to bring in new funding sources before spending the entire project budget we currently have. M: Webster, 2: Alston. Unanimously approved.

- c. FY12-13 Annual Plan and Budget – staff developed a draft budget which was presented to the board at the meeting. Staff will continue to work on a draft annual plan to present at the June meeting.
- d. FY12 EB and officer nominations – Nominations were conducted at the April 19, 2012 Full Council meeting, but member Culberson moved to nominate Robin Hammond, the newest Full Council member from Wake County, as an Executive Board member. 2: Hughes. Unanimously approved.
- e. Update on dues – received from Guilford and Alamance since last EB meeting. Remaining is Chatham, Orange, Randolph, and Rockingham. Wake is exempt in their inaugural year.
- f. Staff transition – Staff updated the board on the transition process from Stephanie Grant to Jacob Leech as project manager. Mr. Leech started on May 2nd and has been reporting to the Durham office part-time, essentially “shadowing” Ms. Grant’s work. Both staff are positive about the transition and believe it will be smooth and productive.
- g. Southeastern RC&D Association Dues (\$150). These dues were overdue as of November 2011. Board discussed benefits of membership, which include awards and lobbying efforts of the regional association. M: Webster, 2: Alston. Unanimously approved.
- h. Invoices – M: Alston, 2: Hughes. Unanimously approved.
 - i. SJ Grant Consulting - \$2,000.00
 - ii. Princeton Hydro - \$10,247.74
 - iii. Amy Parker Cook - \$100.00

IV. Project Updates

- a. Updated from delegates to State Association Meeting in April – deferred to June meeting so Hazel Puckett can report.
- b. Closing of fiscal year 11-12
 - i. Financial reports – received Q3 from Amy Parker Cook. Final reports will be done after June 30
 - ii. Audit can begin after FY11-12 accounts payable are cleared.
- c. ACC – On hold until sampling and monitoring are complete, approximately Nov-Dec 2012.
- d. CW Stanford – final report will be done by end of May.
- e. Lassiter Mill Dam Removal – \$110k in construction funds awarded by Partners for Fish and Wildlife. Application with Fish America Foundation turned in at end of March, currently pending.
- f. Smitherman’s – \$65k in construction funding awarded by Partners for Fish and Wildlife. Awaiting \$51k award from USFWS/SARP for design phase.
- g. Caswell FPP – received written update from Jerry Dorsett.
- h. Notification for EEG grant is late, program administrator was vague in when they will decide - “a while”

V. Board Member Comments, New Business

While the Southwest High Point grant to Urban Waters was not awarded, Chairman Ashton has another potential project in that area. A meeting was set up by local

philanthropist and project partner Dorothy Darr at the High Point Chamber on Thursday May 10, 2012 at 3pm. Staff plans to attend – mainly an exploratory meeting.

VI. Upcoming events/meetings

a. Next Executive Board meeting is June 5th, 2012 at May Memorial Library 6:30pm-8:30pm.

b. Next Full Council meeting is July 19th, 2012 at Alamance Community College 6-9pm.

VII. Adjournment

The meeting was adjourned at 8:45pm.