



Chestatee-Chattahoochee RC&D
Executive Board Meeting
April 19, 2011
Minutes

Members present were: Jeanette Jamieson, President; Edsel Nix, Vice-President; Larry Nix, Treasurer; Lewis Canup, Member-at-Large and Angela Whidby, Member-at-Large. Member absent: Dennis Brown, Secretary. Others present – Chris Groskreutz, Josh Crozier and Susan Creasy.

Jeanette called the meeting to order at 8:00 a.m.

Motion was made by Larry, 2nd by Edsel to approve the March 23, 2011 minutes as distributed. Motion carried unanimously.

Motion was made by Lewis, 2nd by Larry to approve the financial reports as presented. Motion carried unanimously. Susan reported that the 2010 financial audit is available for review.

Ongoing Program Updates

- Wheels-to-Work – A written report was reviewed and accepted as presented on a motion made by Larry, 2nd by Angela. Motion carried unanimously.
- Revolving Loan –
 - ❖ The existing loan was discussed. There has been no activity since the last payment was received on 11/18/10. Jeanette asked Susan to fax her a copy of the most recent invoice so that she can follow up.

General Updates/New Business

- A draft 990 was reviewed. Susan will send the suggested revisions to the auditor.
- The CNA insurance policy was reviewed. A motion was made by Larry, 2nd by Edsel to leave the deductible at \$1,000 but decrease coverage for personal property to \$50,000. Motion carried unanimously.
- A letter from Allstaff HR Group was reviewed. Jeanette signed the Power of Attorney and completed the Employer Status Report. Susan will return the completed forms to Allstaff.
- The deliverables required for the completion of the Area Plan Implementation Grant have been met. Jeanette signed the required forms so that the request for payment in full could be processed.
- Susan reported that she had contacted Windstream to determine the best option for phone service for the Council. A motion was made by Edsel, 2nd by Larry to leave the WTW line on the Greenstreak plan but add two more lines with unlimited long distance. Incoming calls to one phone line would roll over to the WTW line when busy; the other line would be for the FAX. Motion carried unanimously.
- There is a ribbon cutting ceremony scheduled for May 18 at Shaw Park in Cobb County. This is to celebrate the completion of a Council project through USF&W. Angela and Josh will attend the ceremony to represent the Council.
- Jeanette stated that a letter needs to be sent to all our partners assuring them that we plan to continue the valuable RC&D work even in the absence of federal funding.

Special Projects Report – written report provided by Josh

- Broiler House Energy Audits – Josh has completed 23 energy audits through Rural Development's REAP program.
- North Georgia Tree Planting Initiative (ARRA Project) –
 - ❖ Tree installation is complete.
 - ❖ A new invoice is pending.
 - ❖ A revised contract with Brookwood Tree Consulting, Inc. was signed.

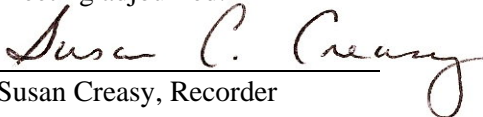
- Mud Creek 319(h) – Phase 2
 - ❖ A steering committee is being formed.
 - ❖ There is \$5,500 in the budget for travel which will be helpful since the government vehicle will no longer be available for use.
- Georgia CIG – The major milestones remaining are to hold educational field days and to work with NRCS to standardize specs for energy efficiency improvements. Susan will follow up with Dr. John Worley at UGA and Jeff Holloway at NRCS.

NRCS Update

- Chris reported that he is currently assigned to the Hart County Field Office to assist with Farmbill programs.
- NRCS equipment and documents are being inventoried/reviewed and prepared for recall.
- The Circle of Diamonds Agreement has been recalled by NRCS.
- APIG and Targeted Outreach Grants are still being honored as long as the Council maintains its mission and continues to operate.
- Leases with NRCS are being reviewed and are expected to be terminated at some point.
- Assistant State Conservationist Jack Lewis has discussed the ongoing and upcoming changes with Jeanette.

The Executive Board met in closed session to discuss personnel matters. It was decided to increase Josh from 35 to 40 hours per week provided his hours could be charged to an active grant or project.

Meeting adjourned.


Susan Creasy, Recorder