SHAWNEE RC&D AREA COUNCIL
Williamson County USDA Service Center Conference Room
502 Comfort Drive, Suite E Marion, Illinois 62959
Tuesday, January 21, 2014

The meeting was called to order at 6:00 p.m. by Glenn Seeber, Chair. Members and guests present:

• Glenn Seeber, Kinkaid Lake Conservancy	• James Warder, NRCS DC Saline Co.
• Dale Shumaker, P/A SWCD	• Scott Martin, NRCS
• Jodi Hawkins, Williams Co. SWCD	• Tabitha Ayres, Executive Director
• Charles Nolan, White Co SWCD	• Susan Odum, Johnson County
• Tom Anderson, Saline CO. SWCD	• Keith Livesay, Union Co. SWCD
• Rick Street, Landowner	• Tom Fisher, Franklin Co. SWCD
• Teresa Steckler, Guest U of I	• Cathy Poshard, Program Manager
• Jody Johnson, Guest U of I	•

Meeting was called to order at approximately 6:05 p.m.

Motion was made by Susan Odum to approve the minutes of the September 17, 2013 meeting. Seconded by Tom Anderson. Motion approved.

Motion was made by Charles Noland to approve the Treasury Reports and seconded by Susan Odum. Motion approved.

Introductions were made for guests Teresa Steckler and Jody Johnson of the University of Illinois.

Glenn stated that this was his third term as Chair. Shawnee RC&D had just separated from NRCS and had begun forming the current 501(c)3. The ground work is now in place. The past year has not been as busy, as Tabitha has taken over monitoring the contractors and grants. Glenn plans to continue representing Shawnee RC&D in meetings when possible. He explained that he is in the process of negotiating a partnership to purchase the Marina at Kinkaid Lake and will be the General Manager. He has also tentatively accepted a position on the Girl Scout Board for Southern Illinois.

Tabitha informed the Council of her activities. Trans Canada – this grant is wrapping up. The work is completed. We are waiting for amendments to be signed and recorded. At that time, we will request reimbursement from the grant. Harrisburg ReLeaf – We had some trees stolen from the walking trail. We have $2,370 left for this project. We plan to replace those trees and plant the Memorial Trees, one for each person who lost their life during the tornado. There will be not additional fund raising for this project. Hidden Springs – This grant will wrap up in September. Beth Shimp from IDNR is very pleased with the work performed. We are hoping to have the work completed by the end of May and then will work on maintenance until grant closing. Karla is still waiting to hear on a 3 year grant, partnering with SIPBA for control burns to control invasives. Tracy is meeting with American Forests in Washington. She has applied for another tree planting grant. We missed the last one because of our past auditing issues. They are pleased with our new auditing and we should hear something from that grant soon. Carbondale Winter Farmers Market – They are considering applying for a small, short term grant through the Food Stamp Program. These are $1,000 to $5,000 grants and must run through a 501(c)3. They have contacted Tabitha to see if we might be interested in working with them if they should receive one of the grants. Tabitha stated that she recently attended a Green meeting at John A. Logan College. They have made very impressive improvements at the College in their use of electricity. Glenn added that we should use the Harrisburg Tornado ReLeaf project as a model for other short term projects.

Nominating Committee – Jodi shared that she, Phyllis and Chuck would be contacting members and potential members in the next months. We need another representative from the Johnson, Massac, Pulaski, Alexander and Union county areas. If you know of any potential members, please contact one of the Nominating Committee members.

Operation's/Personnel Policies – Glenn stated that he and Tabitha have been working on updating our policies. They had not been updated since we were under NRCS – 2006. We sometimes need to share these policies with grantors, especially for federal grants. Council members must have the policies 10 days in advance of being approved. As discussed at the Executive Council meeting, we will bring copies to the Annual Meeting for Council members and will be presented for approval at the following general Council meeting.

2014 Budget – Glenn discussed the budget. He explained that it may need to be tweaked after we receive our audit. There was some discussion. A motion was made to accept the budget subject to the audit report by Tom Anderson and seconded by Susan Odum. Motion carried.

Fee Structure - Glenn stated that it is expensive and time consuming for groups to receive a 501(c)3 designation. Groups are looking for established Not for Profit organizations to manage their funds. Susan had provided a copy to Glenn earlier of the Southern Illinois Community Foundation's policy. Tabitha presented a draft for consideration. The cooperating group would need to have goals that fall under our Mission Statement. There was much discussion. The Council felt the management fees should be higher to cover cost of SRC&D staff time. A motion was made to change the graduated fees to 2%, 4% and 6% + audit fee instead of the No charge for 0-6 months, 3% for projects over 6 months and less than $10,000 and 5% + annual audit fee of $100 for projects over 6 months and $10,000. Motion was put forth by Dale Shumaker and seconded by Scott Martin. Motion approved.

Annual Meeting – Annual Meeting will be held at the Field of Dreams on March 25, 2014 at 6:00 p.m. The charge will be $10 for the meal. The program will be presented on Bee Pollination by Scott Martin and Rudy Rice. Glenn will also ask Angie Kuehl to join them. Kitten Catering will cater the meal. The official audit will be presented. Please contact Glenn if you have suggestions for the Friends of Shawnee RC&D.

Sustainable Living Expo – Teresa Steckler stated that she was a presenter at the 2012 Expo and that she had received numerous calls regarding a 2013 event. There seemed to be a lot of interest in keeping the event going. Teresa and other U of I staff met and decided to contact Shawnee RC&D about the feasibility of continuing this event. The new Director of Extension, George Zaphar is willing to make a financial commitment as well as the Office of Research on campus. The event will be held October 25th with three tracts; Energy, Safety and Local Foods. Tabitha stated that one of the major expenses has been tent rental. JALC and SCC have made commitments for the donation of tents. Jody Johnson will be contact the Dept. of Corrections for aid in setting up for the event and cleaning up afterward. Jody has also made contacts with the Illinois Fire Institute to possibly utilize the tents on the following Sunday for training of volunteer firemen. They have some grant funds that would help bring training to our area volunteer firemen instead of county monies being spent to send them north for training.

Rick Street, landowner, gave a brief history of the Expo, for those not familiar. He explained how Stephanie had the vision for this event and the hurdles she had to overcome to make it a reality. Stephanie has spent numerous hours each year on the event. Rick and Stephanie are glad that the Expo has been found to be worthy to keep going. They hope that U of I will maintain the programs integrity. Rick expressed their disappointment that Stephanie was not included in the initial meetings. He also shared that Stephanie had started Stewardship Week 23 years ago, the Sustainable Living Expo three years ago, the Harrisburg Tornado ReLeaf, Friends of the Dixon Springs Ag Center and the Hill Country Partnership.

Annual Audit – The 2013 Audit should be finishing up shortly. Alex McCree is the lead auditor for us.

Cash Flow – We now have the Line of Credit for $50,000 with the Bank of Marion. We have borrowed $25,000 to date. Glenn proposed that we start an internal revolving loan fund of $50,000 which would not be used for match. The funds would be borrowed and paid back to the fund without interest. We are currently paying a little over $100 per month interest due to the cash flow problems we have with IDNR. Glenn stated that we would put a package together to present to possible donors. We need to make this a 2 year project. Motion was made by Susan Odum to proceed with a revolving loan fund and seconded by Charles Nolan. Motion approved.

Fiscal Sponsorship – Tabitha stated that we need to have a written policy that ties in with our Mission. This policy would protect us from requests for donations outside the conservation realm. This policy also prohibits the use of any funds donated to be used as indirects. Tom Anderson made a motion to approve the Fiscal Sponsorship as presented and was seconded by Susan Odum. Motion passed.

Motion was made to approve the Executive Committee actions from the January 16, 2014 meeting. Motion made by Tom Anderson and seconded by Jodi Hawkins. Motion passed.

Council Meetings – Glenn asked about continuing meetings at 6:00 p.m. Council agreed.

Charles Nolan requested that the minutes from each previous meeting be emailed along with the meeting reminder. This will take place for future general Council meetings.

Next meeting: March 25, 2014, Annual Meeting 6:00 p.m.

Motion to adjourn meeting was made by Tom Anderson and seconded by Scott Martin.

Respectfully submitted,

Cathy Poshard