SHAWNEE RC&D AREA COUNCIL
Williamson County USDA Service Center Conference Room
502 Comfort Drive, Suite E Marion, Illinois 62959
Tuesday, June 4, 2013

The meeting was called to order at 7:00 p.m. by Glenn Seeber, Chair. Members and guests present:

• Glenn Seeber, Kinkaid Lake Conservancy	• James Warder, NRCS DC Saline Co.
• Doris Heaton, Franklin Co. SWCD	• Carlyn Light, Union Co. SWCD
• Jodi Hawkins, Williams Co. SWCD	• Tabitha Ayres, Executive Director
• Butch Rider, Gallatin Co. SWCD	• Susan Odum, Johnson County
• Tom Anderson, Saline CO. SWCD	• Keith Livesay, Union Co. SWCD
• Rick Street, NRCS DC Gallatin/Hardin Co	• Tom Fisher, Franklin Co. SWCD
• Karla Gage, CWMA	• Cathy Poshard, Program Manager
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Meeting was called to order at approximately 7:00 p.m.

Motion was made by Tom Anderson to approve the minutes of the October 23, 2012 meeting. Seconded by Doris Heaton. Motion approved.

Glenn stated that he had received a letter from "Goods from Your Woods" telling what a great job Karla Gage had done presenting for the program "Responding to the Unexpected". Phyllis Mace also thanked Karla for her participation in Gallatin County SWCD Mini Fair.

Cash Flow - Glenn reported that an emergency meeting of the Executive Committee had been called last week. We now have three full time contract employees we are paying. One problem has been that IDNR employees have been coding their worked performed that applies to match using the wrong codes. This has been corrected. IDNR now has a pool of money that will be drawn on in the future for match on Chris & Karla's grant. Illinois has been very slow in reimbursing and coupled with the fact that we have needed to wait 5-6 weeks after the end of the quarter for match $ before we can request reimbursement, this has put us at a disadvantage. Another problem is the spreadsheet that IDNR is using does not make allowances for us to receive funds we have not been reimbursed for because of low match to this point. According to the grant, match should be over the life of the grant, not per reimbursement. Cathy will be going to Springfield to talk to them about our grants along with Jody Shimp. Glenn stated that after his term as Chair is up, he hopes to be able to get some donations for an Internal Revolving Loan Fund. These funds would only be used as needed and would be replaced. The Executive Committee requested Tabitha to check into a Line of Credit. Tabitha reported that she contacted the Bank of Marion where we do business. They sent us a letter that they could give us a Line of Credit for $50,000.00. Interest being prime plus 2%. We could only request half of our outstanding monies. This would be a short term tool, only if needed. Glenn said we may need to look into adding .5 or 1% to our grant indirects to cover the cost at a later date.

Doris Heaton made a motion to accept a consensus of the Executive Council to enter into a binding agreement to borrow funds secured by a first lien against our asset accounts and future accounts payable. The motion was seconded by Butch Rider. Motion approved by the Council.

A motion was made by Tom Anderson that at least 2 of the 4 approved persons that are signatories on our accounts must request to draw funds from the Line of Credit. Doris Heaton seconded the motion. Motion approved by the Council.

A motion was made by Butch Rider and seconded by Tom Fisher to accept our Treasury Reports. Motion approved by the Council.

Steak Fry - We had 90 registered participants. There was a nice delegation from U of I. Kinkaid Lake Board had an opportunity to talk to Forest Service personnel and were able to move some stalled projects forward.

Hidden Springs - Tabitha reported that she has hired a summer intern to coordinate the planting and summer upkeep. Cheyenne Adams, Environmental Biologist, will be working with Master Gardeners, Job Corp, Master Naturalists and other volunteers on this project. Some plants have been ordered locally. They are hoping to rescue some pawpaw, redbud and dogwood trees from SIU. They would be planted in late September and October. There are 7 terraced garden beds and 1 on asphalt.

Harrisburg ReLeaf - Emily Hanson is no longer with SIU. They have hired a replacement. Connie Beck has been organizing volunteer days and providing the "boots on the ground" for this project.

Tabitha explained that she has been also working on our website and wrapping up the DCEO Friends of the Dixon Springs Ag Center grant. Purchases are being made. She has ordered Quickbooks for the Friends group. We will be switching to Quickbooks accounting as the Peachtree program we have been using has crashed.

Glenn reported that IDNR has a new State Foresters who will either be located at Lake Murphysboro or the Anna Nursery. Benjamin from NY State.

Karla stated that she is applying for grants and has a lot of projects going on at this time.

Sustainable Living Expo - Glenn stated that it has taken countless hours of planning in the past by Stephanie. We had grant monies for 2 years and she was also being paid from Connect SI funds which neither are still available. It is a great event and everyone would like to see it happen again this year. With our current cash flow problem, there is no way we could cover the initial cost this year. There is fundraising involved as well as the event planning. We need to get the word out to let people know. Glenn stated that he would be writing an official letter.

Friends of the DSAC - Stephanie has fulfilled her obligation on the project. Creating a 501(c)3 these days is a drain of energy and money, as well as keeping it up. One option is for us to take them under our wing. This would give them a tax shelter for donations. They could use our staff to move them along. Under our By-Laws we can form Task Forces for such cases. We are not sure if they will move forward on this project, but we need to afford them every opportunity. We will be sending thank you's to those involved in the project and will be setting up a meeting of the group to see where they want to go from here. We have fulfilled the grant obligations and will be returning monies remaining plus interest earned to DCEO according to Glenn.

MOU for Middle Mississippi Partnership - Tabitha explained that they have not been active since their first MOU 5 years ago. They are redoing the Memo and want to include us again. The organizations are interested in the upkeep of the Mississippi River including; erosion, agritourism, farmers pesticides and soil run off. Signing obliges us in no way. Doris Heaton made a motion for Shawnee RC&D to be included in the new MOU. Seconded by Phyllis Mace. Council approved.

P/A SWCD Conservation Day - They submitted a proposal for $250 for this Conservation Event. Motion made by Tom Anderson to fund and seconded by Jodi Hawkins. Motion approved by Council.

Nominating Committee - Glenn stated that Jodi has agreed to chair this committee again this year. The By-Laws state that any member who misses more than 3 meetings will be stricken from the council roll. He will be working on that objective after this meeting.

Operation's Policy - Several changes were suggested. Changes will be made and submitted at the next council meeting for approval.

Personnel Manual - Glenn stated that he would be working on this manual before the next Council meeting.

Doris Heaton suggested that something about the Line of Credit should possible be put in the By-Laws.

Retail Sales Analysis - Susan presented a short program showing what buying local means for our local communities. Some were surprised as to how many dollars leak from our area into other states. Susan explained that the one thing we can control is where we spend our money. She applauded Stephanie Brown for keeping our Expo dollars local.

Next meeting: September 17, 2013 at 7:00 p.m.

Future meetings: January and March (Annual Meeting)

Meeting adjourned at approximately 8:50 p.m.

Respectfully submitted,

Cathy Poshard