SHAWNEE RC&D AREA COUNCIL
Williamson County USDA Service Center Conference Room
502 Comfort Drive, Suite E Marion, Illinois 62959
Tuesday, September 17, 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.
• Fred Becker, Williams Co. SWCD	• Scott Martin, NRCS
• 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
• Stephanie Brown, Contractor	• Stacy Helm, Jefferson Co. SWCD
• Charles Nolan, White Co SWCD	•

Meeting was called to order at approximately 7:00 p.m.

Motion was made by Butch Rider to approve the minutes of the June 4, 2013 meeting. Seconded by Phyllis Mace. Motion approved.

Glenn expressed his appreciation for the turnout that we have had at the Executive and Council meetings.

Chair Report – Glenn discussed a grant obtained by Ducks Unlimited, Inc., Bottomlands of the Great Rivers, Illinois. Our participation consists of $33,800 that we are providing in match from Tracy's project.

Cash Flow – Glenn reported that we have been approved at the Bank of Marion for a $50,000 Line of Credit. He would like to set up an internal Revolving Loan Fund. After his term as Chair is over, Glenn would like to concentrate on getting donations for a $50,000 funds that would ease the cash flow issues we have had. His goal is to raise these funds over a 2 year period with donations of $500 or more. Glenn and Cathy will work together to get some hard figures. He will be working on a marketing plan for this project. These monies will help Shawnee RC&D move forward on projects and not miss out on opportunities that will help fulfill our mission. Donors would receive a thank you/tax deductible letter within 7 days.

Friends of the DSAC - Stephanie and Tabitha discussed the Friends grant that has been completed. This grant allowed us to purchase the following equipment that can be used by and for events at the DSAC; PA System, wide format printer, projector, laptop, scanner, slide and photo scanner, meeting recorder and microphones.

Line of Credit – Our new Line of Credit requires 2 signatures. We are going to be requesting $25,000. Glenn has a meeting with Jody set up for next week to discuss the turnaround time for reimbursements. Cathy explained that the problem has been compounded. Our two big grants, we must now wait around 6 weeks to receive the $ match that IDNR is providing that must go on the reimbursement request. As soon as we get those figures, we submit the request and then it has been taking 5-7 weeks to receive our monies.

Treasury Report – Charles Nolan made a motion to approve the Treasury Report and Phyllis Mace seconded.

Tabitha reported that the Harrisburg ReLeaf project will be doing some fall tree planting. The City of Harrisburg has some remaining Tornado funds that they will be distributing in the near future. We may possibly receive some of those funds to go towards more planting. Susan interjected that she was at a meeting and learned that the funds had been distributed to athletic teams at the Harrisburg High School and that we should not be expecting any additional funds from the city. MOU for the Middle Mississippi Partnership was signed. Our involvement is small and this is for water program in the area. Audit – we have new accounting software. We will be working with the auditors to acquire a Federal Indirect Accounting Rate. The Hidden Springs project is going great. Beth Shimp is very pleased with the work the interns are doing. Tabitha talked to Jen from the SIU Forestry Department and we plan to rescue some pawpaw trees from SIU to add to our natives.

Stephanie talked about the Hill Country Forest Partnership.. This is seed money for salary for a working group to form a steering committee. She also discussed a collaborative effort she is working on which would be the next step for the Hill Country project. It is a State and Private Forestry grant. The funds would be paid up front, it is a 3 year project. Jesse from the SIPBA, Karla Gage and Stephanie have been meeting to try to plan how this collaboration will work to address all their project needs.

Karla informed the council that the CWMA has a Landowner Field Day coming up at the Trail of Tears. She also talked about the Bush Honeysuckle grant which is coming to a close at the end of September. She has been working on the Cost Share Agreements with landowners on this project. CWMA is also having a Volunteer Day on September 28th at the Shawnee National Forest on Invasive Species.

Nominating Committee – Jodi is chairing this committee. Glenn stated that he had sent letters to 3 members who have not been attending meetings. Gayla Sink responded that she could only attend meetings during the day. We need to replace Gayla, Bob Lorinskas, Larry Phelps and David Johnson. Members whose terms expire in 2014 area; Butch, Fred, Glenn and Charlie Nolan. Glenn stated that a potential member may be the new State Forester in Murphysboro. Glenn also suggested that there may be some members on the CWMA board who would like to participate on our council.

Operations & Personnel Manuals – Glenn has the Operations Manual completed, as there were only a few changes made from our June 4th council meeting. He plans to have them both ready for council approval at the next meeting.

Kinkaid Lake Project – They have received 2 grants; one grant for $223,000 and one for $40,000. These are for 3,500 feet of shoreline work. Glenn stated that in the future, that Shawnee RC&D might be approached to handle pass through donations made to Kinkaid. Because of his involvement with all the agencies concerned, Glenn stated that a lot more people know about Shawnee RC&D and what we do.

2014 Budget – We are going to stay with the federal fiscal year. Glenn said that he and Cathy will be working on a budget after this fiscal year is over and have it ready for the next Executive Council meeting. As Tabitha stated earlier, we will be working on a Federal Indirect Cost rate.

Fee Structure – Glenn thanked Susan for her help in getting information from other organizations who handle pass through monies. For small, short term projects it takes money and time to form Not for Profits. We are exploring the idea of a sliding scale and policy to handle funds for other groups. Susan reported that the Southern Illinois Community Fund is also an organization that provides this service. Glenn stated that we would form Task Forces from the council to supervise these projects.

Annual Meeting – Glenn stated that Rudy Rice and Scott Martin will provide a program on Pollinators. After discussion, it was decided to check with Field of Dreams and Kitten's Catering for Annual Meeting. First choice date being March 25th and second choice March 18th.

Conservation Fair – Executive Committee approved funding of the Conservation Fair in DuQuoin on October 1, 2 and 3 for $1,000.00. Motion was made by Phyllis to approve the Executive Committee actions and seconded by Butch Rider.

Susan requested that the action items that need to be approved from the Executive meeting be included in the packets so that the council members can read over before approving. Cathy stated that she would include them.

Council Meetings – Rick requested that we move the meeting times up to make it more convenient for the members. Members agreed that 6:00 would work better for most of them.

Next meeting: January 21, 2014 6:00 p.m.

Meeting adjourned at approximately 8:30 p.m.

Respectfully submitted,

Cathy Poshard