

**SOUTHERN RHODE ISLAND CONSERVATION DISTRICT  
MINUTES OF BOARD MEETING HELD NOVEMBER 28, 2016  
AT THE URI MASTER GARDENER FIELD HOUSE**

Present: Clarkson Collins, Chair; Harvey Buford, Treasurer; Carl Sawyer, Secretary; Rudi Hempe, Dir.; Peter Stetson, Assoc. Dir.; John Richard, NRCS; Kate Bousquet, District Manager.

**I. Clark called the meeting to order at 4:00 PM .**

**II. Minutes of Previous Meeting**

Minutes of the October 24, 2016 meeting were approved as written (Harvey, Rudi, unanimous).

**III. Reports**

**Financial Statement:** Kate submitted Treasurer's Report/Financial Statement in the Quickbooks format. Motion to accept approved. (Clark, Rudi, unanimous). Kate reported that she met with the accountant on November 11 and they reconciled the books through June, 2016. Through discussion with the accountant, it was noted that the District functions more on a cash basis than on an accrual basis. On an accrual basis, the books showed a \$30K profit at the end of June, however, on a cash basis, there was a loss of \$3K. Kate will meet with the accountant again in January. Following discussion, it was concluded that the Quickbooks format did not show progress of accounts on a project basis. It was decided that a revised version of the old spreadsheet format might be more useful/desirable. Kate noted that the terminology used in the spreadsheet was preferable to that used in Quickbooks. Kate will prepare a modified spreadsheet for next month.

**NRCS Report:** John did not have a written report, but noted that NRCS personnel had been busy with Conservation Stewardship Program training. April 21<sup>st</sup> will be the deadline for EQIP applications. NRCS does not have a budget yet. John noted that the State Office is quite short-staffed at the moment and that the Districts have been helpful in facilitating projects.

**Envirothon:** Peter reported that a wildlife and aquatic workshop will be held at Camp Ehuntee. The Envirothon Committee is looking for a suitable location for the May 19 competition with URI's East Farm under consideration. An ARCGIS workshop for advisors and students will be held in January at New England Tech.

**District Manager's Report:** Kate presented a written report which is filed with the minutes. In addition to the written report, Kate noted that Maria Mack and the District Managers will be meeting with the Executive Director of the Governor's staff Nov. 30<sup>th</sup> to discuss District activities. Also, the Rhode Island Foundation awarded a \$40K grant to provide bridge funding to be divided equally between the RI State Conservation Committee and each of the three Districts.

**IV. Old Business**

- A. Vote on SRICD Directorships.** A motion was made to approve signatures and applications to the RI State Conservation Committee for reappointment of Rudi and Clark as District directors (Harvey, Carl, unanimous). Clark noted that he had been Chairperson for ten years and would like to give someone else the opportunity to chair the group. After discussion, it was agreed that Antonia would be asked if she would be willing to serve as Chairperson. Rudi said that he has been advocating for years to increase the number of directors allowed by law from five to seven. Kate said she would bring this up at a meeting she had scheduled with Maria Mack and Gina DeMarco.

- B. Update on Legislative Outreach Efforts and Strategies.** Discussed during District Manager's report.
- C. Annual Dinner Report.** All who were able to attend the meeting agreed that it went very well and were pleased with the Varnum Armory venue, the menu, the silent auction and format.
- D. Collection of SRICD Volunteer Hours.** Kate would like Board members to submit volunteer hours monthly via email. Peter suggested that this could be done using Google Forms. There was discussion of what could be claimed as volunteer hours. Kate confirmed that volunteer hours logged for other organizations such as Master Gardeners, land trusts, Envirothon, etc., could be counted.

#### **V. New Business**

**A. SRICD Strategic Planning.** Previously discussed.

**B. ArcGIS Workshop for Farm, Forest and Open Space Plan Development.** Peter Stetson proposed presentation of workshops to train District and other interested personnel in use of ArcGIS resources for preparing FFOS maps. There was discussion of FFOS plan procedure. Kate will discuss with other Districts to see if there is interest in proceeding with the proposal.

**C. December Board Meeting.** After discussion, it was decided to not have a Board meeting this December.

**Motion to adjourn at 5:55 PM.** Rudi, Harvey.

**The next meeting will be held at URI East Farm Master Gardener Field House January 23, 2017 at 4:00 PM**

Minutes submitted by Carl Sawyer, Secretary, SRICD