

Raccoon Creek Partnership Board of Directors Meeting

December, 17th 2007

Nelsonville Public Library

3:00 – 5:00 PM

In attendance: Heike Perko, Jen Bowman, Jeff Calhoun, Scott Schell, Mary Ann Borch, & Ben McCament

Chairperson and Facilitator: Jen Bowman

Reviewed and approved November 19th RCP Board meeting minutes – with one spelling revision

Treasurer's Report

- Treasurer, Wendy Shields, was not in attendance, but Mary Ann Borch, interim board treasurer, was present and said the last statement showed \$4,442.50. Ben also has \$202 to deposit in account from annual meeting fundraiser (late pays) and the AEPA grant obtained by Mike Schooley.
- Mary Ann is coordinating the handover of all fiscal records and forms to Wendy in near future. Would have to meet at credit union to switch the name on the account.
- Ben announced that our fiscal year expires on January 1st 2008 and would check with IRS on when our first fiscal report would be due.
- Heike mentioned that Omie (who does the tax reporting for the Friends of the Hocking Hills) may be willing to help us with the first filing.

Scheduled RCP board tour of the watershed tentatively for February 3rd (Sunday)

- Plan is to meet at noon at Waterloo. The tour will be a drive yourself tour, but hopefully people can carpool so only a few cars are needed. Ben will lead the tour, which will include stops at AMD treatment projects such as Flint Run, Mulga Run, Carbondale, and East Branch. Others are invited as well.
- Please RSVP to Ben. mccament@ohio.edu

2008 RCP board meeting times and dates

- Discussion about determining set time and date for board meetings so members (& others) are aware of meeting and can attend if they so desire.
- Because of some scheduling conflicts, it was decided to have board meetings on Wednesday evenings for January, February, and March at least. Meeting times will be at 6:00 pm.
- Meeting locations were discussed. Waterloo is the best site for meeting during spring, summer, and fall but winter meetings will likely need to be other places because building will not be heated.

- It was also suggested that every quarterly meeting be held in a different location in the watershed and possibly with a guest speaker. This might help bring in some members to the meeting and get more people involved in the organization.
- January and February meetings will be at the Nelsonville Public Library, the March meeting will be at the Wilkesville Community center if possible. A speaker needs to be decided for the March meeting.
- Jeff Calhoun agreed to do local press releases for the meetings.

Letter to membership from the RCP board

- Jen discussed the idea of sending out a letter to the entire membership from the board that would:
 - Introduce the board (need bios and photos)
 - Announce meeting dates and locations
 - List 2007 accomplishments
 - Describe 2008 goals
 - Explain opportunities for members and others to get involved
- It was decided that Jen would draft a letter by the next meeting for the board to review and approve. Ben could mail the letter in early February.

2008 RCP Goal Planning

- The goals for 2008 by board members stated during the November meeting were listed. Jen led a discussion about how to accomplish those goals and developed a lead person and timeframe for each goal.
- These planning notes will be typed up and brought to the January board meeting for review and approval.

RCP Insurance

- Jen and Dan met earlier in December and filled out insurance forms for two separate agencies: one local and one for non-profits. Several options were submitted to the agencies for cost estimates.
- Dan, not in attendance, notified Ben that he had to fill out some additional paperwork for the local agent but has not received any estimates at this point – hopefully by January meeting so the board can proceed with signing the lease for the Waterloo Building.

Announcements

- Scott Schell mentioned that John Sowash, a local attorney, has agreed to provide legal advice to the RCP on an as needed basis (as time permits).
- New website should be up and running by early January. Need bios and pictures of each board member to include on website.

- Heike, Jen, and Jerry Iles are continuing to work on the OEEF grant for Waterloo. Grant will contain funds to obtain a real time monitoring station on Hewett Fork at Waterloo. Grant is due mid-January.

Action Items

- Jen – confirm meeting location, begin drafting member letter, type and planning discussion notes
- Jeff – press releases for meetings
- Dan – notify board of any insurance information as it comes in
- Wendy – meet with Mary Ann to get account transferred and treasurer reports
- Ben – deposit money into account, begin drafting member letter, get bios and pictures of each board member for website, plan RCP board tour, determine what IRS forms need filed and when?

Next Meeting – Wednesday, January 30th, 6:00 PM at the Nelsonville Library