



Wisconsin Land and Water Conservation Association, Inc.

702 East Johnson Street · Madison, Wisconsin 53703-1533

Phone: (608) 441-2677 · Fax: (608) 441-2676 · Web site: www.wlwca.org

Board of Directors

Meeting Minutes

Date: Thursday, September 29, 2011	
Start Time: 10:00am	End Time: 2:00pm
Location:	Portage County Annex Building, Conference Rooms 1&2 1462 Strongs Avenue Stevens Point WI 54481 715-346-1334
Conference Phone:	(877) 826-6967
Conf ID:	2683619685 (dial when prompted)
Minutes prepared by: Kirsten Moore, Office Manager, WLWCA Staff	
Board of Directors: Mr. Chuck Wagner (<i>President, LW Area</i>), Mr. Tom Rudolph (<i>Vice-President, NC Area</i>), Ms. Kay McKenzie (<i>Sec'y/Treasurer, NW Area</i>), Mr. Joe Piechowski (<i>LW Area</i>), Ms. Dorothy Burwell (<i>SE Area</i>), Mr. David Hammer (<i>S Area</i>), Mr. Herbert Cornell (<i>W Area</i>), Ms. Tami Schraufnagel (<i>WC Area</i>)	In Attendance: Wagner, Piechowski, Hammer, Zelazny, Moore, VandenBrook, Reinemann, Baneck, Rudolph
Staff & Advisors: Mr. Julian Zelazny (<i>Executive Director</i>), Ms. Kirsten Moore (<i>Office Manger</i>), Mr. Greg Baneck (<i>LCD Advisor Area 2, LW</i>), Ms. Susan Butler (<i>FSA</i>), Mr. Kurt Calkins (<i>WALCE</i>), Mr. Richard Castelnovo (<i>DATCP</i>), Mr. Ken Genskow (<i>UWEX</i>), Mr. Robert Heise (<i>LCD Advisor Area 6, WC</i>), Ms. Beth Mason (<i>NACD</i>), Ms. Patricia Leavenworth (<i>NRCS</i>), Ms. MaryAnne Lowndes (<i>DNR</i>), Mr. Jim McCaulley (<i>LCD Advisor Area 4, S</i>), Ms. Kathy Pielsticker (<i>DATCP</i>), Mr. John Reinemann (<i>WCA</i>), Ms. Carolyn Scholl (<i>LCD Advisor Area 8, NC</i>), Mr. Jim VandenBrook (<i>DATCP</i>)	Conference Phone: Burwell, Schraufnagel, Mr. Marc Bethke (<i>Dodge LCD</i>), Leavenworth, Mr. Perry Lindquist (<i>Waukesha LCD</i>), McKenzie
Board Members Absent: Cornell	
Notes:	
<ul style="list-style-type: none"> • WLWCA BOD Meetings are open meetings. Individuals may observe in person or via conference call if desired. • Times indicated and order of agenda is subject to change for pace of meeting and at President's discretion. 	
Next Meeting Time: Friday, November 4, 2011, 12pm-6pm, Best Western Grand Seasons, Waupaca	

10:00 Call to order: Wagner

- Pledge of Allegiance
- Roll call: Wagner, Zelazny, Baneck, VandenBrook, Piechowski, Hammer, Rudolph, Reinemann, Moore present. Schraufnagel, Burwell, Bethke via conference phone.

10:02 Adopt Agenda – Possible Action

- Rudolph/Piechowski, adopted as amended to correct date of August 30 minutes for approval, and remove *Thursday Note* discussion by voice vote, none opposing.

10:03 President's Report, Wagner

- Reported on WCA conference attendance.

10:04 Approve Meeting Minutes – Possible Action

- *Tuesday, June 14, 2011 BOD Meeting:* Piechowski/Rudolph: minutes approved as presented by voice vote, none opposing.
- *Tuesday, August 30, 2011 Joint WLWCA-WALCE BOD Meeting:* Rudolph/Schraufnagel: approved as presented by WLWCA BOD by voice vote, none opposing. Minutes are scheduled to be approved in full once WALCE BOD approves at their October 6 BOD meeting.

10:08 Executive Director's Report, Zelazny

- *Drainage Districts*: update provided regarding legislative movement on potential LCC jurisdiction over drainage districts. It is proposed that drainage boards would remain status quo with LCC oversight over them. Baneck provided extra background. Questions taken.
- *Pollutant Credit/Trading*: update provided regarding potential grant for WLWCA to administer for municipalities to protect watersheds, preventing pollution before it gets to water treatment plans. Baneck provided extra background. Questions taken.
- *Allocation Plan*: update provided regarding delays in finalizing the allocation and potential county budget challenges. VandenBrook provided extra background regarding the lapse in GPR funds, distributed a written report, and took questions.
- *SOC Update*: update provided regarding 2012 funding, advertising for a new SOC coordinator, current SOC coordination efforts by WLWCA. Advertising for new SOC coordinator is delayed until the allocation plan is finalized, and an interim coordinator is currently performing SOC duties.

10:29 Youth Education Update, Moore

- Update provided on Canon Envirothon results, Moore's election to the Canon Envirothon Board of Directors and appointment to chair Canon Envirothon Grievances Committee.
- Update provided on 2012 Wisconsin Envirothon. Scheduled April 20 at Central Wisconsin Environmental Station. Discussed allowing middle school students to participate and be judged separately from high school students. BOD consensus was favorable to allowing this change to the program. Discussed DPI sponsorship and work being done with WAEE and Wisconsin Green Schools Network to promote the event.
- Update provided regarding Poster and Speaking Contest. Currently soliciting volunteers.
- WLWCA will be recognized for contribution to the Wisconsin GreenPrint that will be available in final format this November.

10:47 2011 WLWCA Annual Conference Update, Moore

- Reviewed agenda, discussed Eric Eckl, *Green Fire*, spouse tour changes.

10:55 Area/Advisor Reports as Provided/Needed

- Review written reports submitted:
 - DATCP: VandenBrook reviewed the remainder of the materials in written report distributed earlier in meeting. Report included updates on DATCP grants, AEAs & PACE, FPP, nutrient management, livestock facility siting, engineering, and staff changes. Questions and comments taken. **Zelazny will provide legislative background in a written report to Reinemann.**
 - NACD submitted a report electronically. Report included updates on the new CEO, 2012 Farm Bill, TMDL task force, 2012 NACD Annual Meeting, NACD live auction, NACD on Facebook, NACD's acceptance as member of Smart Growth Network, a new landowners manual, NACD's District Official Training Program Recognition, and a reminder to sign up for *eNotes* and to visit Website to view NACD's quarterly magazine *The Resource*.
 - NW Area report was submitted electronically by McKenzie. Report included updates from Douglas County, the NW Area, GLNAC, the mining proposal for Wisconsin that will affect the NW area, and Douglas County LCD and McKenzie's attendance at the "Planning for Climate Impacts in the Western Lake Superior Region" workshop.
- Optional reports from those present:
 - WCA: Reinemann reported on the WCA conference and WCA staffing, offered assistance. Questions and comments taken.
 - WALCE: Baneck reported on upcoming WALCE BOD meeting and Fall County Conservationist Meeting, and efforts to facilitate the WLWCA-WALCE Merger procedures on the WALCE side of the proposed agreement.
 - NRCS: **Leavenworth joined the meeting via conference phone.** Provided updates on EQUIP, WHIP, cooperative agreements, NRCS staffing, and federal budgeting.

- SE Area: Burwell reported on the SE Area Summer Tour in Waukesha County and potential scheduling for the SE Area Fall Meeting. Questions and comments taken. *Burwell will let Wagner and Zelazny know when the SE Area Fall Meeting is scheduled.*

11:41 Schedule Executive Director’s Annual Review for 11/04/2011, Confirm Process – Possible Action

- The entire board will be present for all of the Annual Review process.
- Discussed November 4 BOD meeting schedule. Discussed a 1:00-5:00pm schedule, with advisors scheduled to attend at 2:00pm. Review will be conducted in closed session at 1:00pm. *Moore will review the contract with Best Western regarding the meals ordered.*
- *Moore will send the annual review forms to the WLWCA BOD to prepare for the review.*
- **Burwell and Leavenworth left the meeting.**

11:50 WLWCA-WALCE Merger Discussion – Possible Action

- Began Outreach Plan Review
 - *Area Meetings:* Reviewed schedule and who from the merger committee will be attending which meetings.

11:54 Lunch

12:25 Finance Report, Mr. Zelazny, Ms. McKenzie – Possible Action

- 2011 YTD Profit & Loss, Budget vs. Actual: Presented, questions taken.

1:00 WLWCA-WALCE Merger Discussion – Possible Action, Continued

- 2012 Budget Review & Reserves Discussion: Presented a projected merged budget and a projected budget if WLWCA does not merge with WALCE. Zelazny updated the WLWCA BOD regarding contingency funds available. WLWCA has contingency funding, but auditors recommend that the contingency increase to include 6 months of the total association budget. Baneck provided further information regarding the discussion from the September 7 Ad Hoc Committee, the need to increase contingencies and how the merger will assist with that. Discussed how to educate membership regarding need to keep and increase contingencies in order to ensure that the organization continues to operate during financial flux. Reinemann announced that WCA has an upcoming workshop scheduled for reserves, addressing both the need for county and association reserves. **McKenzie and Lindquist joined the meeting via conference phone.** Wagner provided time for McKenzie to offer any comments regarding the Finance Report and the 2012 Budget Review & Reserves Discussion. McKenzie requested a briefing on the two topics. After briefing, BOD discussed.
- Outreach Plan Review Continued
 - Continued review of area meeting schedule with Lindquist.
 - *Webinar:* Scheduled October 18, 1:00-2:30pm, discussed how to login. Geared for both LCCs and LCDs. Discussed advertising. Information will be available via the list serves and the special edition of *Thursday Note*. Discussed logistics of operating a Webinar.
 - *Conference General Session:* Scheduled 3:00-4:15pm, December 8 during the annual conference. Wagner and Kurt Calkins (Columbia LCD) will lead the session. Discussed how to arrange the Q&A session. The room will be setup with a table for the Ad Hoc Committee to hold a panel discussion. The cutoff for discussion will be strict so that it does not run into time for area association breakout meetings. *Moore will request Pat Murphy from USDA-NRCS to moderate the session.* A laptop and data projector will be available.
- Draft bylaws: Zelazny and Lindquist provided an update on changes made based on input from the Ad Hoc Committee, WALCE BOD, WLWCA BOD, legal, and the ED. The bylaws are now on the WLWCA Web site for review.
- Draft resolution:
 - *Lindquist will send working copy of resolution to Moore to update and post.*
 - **Rudolph/McKenzie: Recommend Resolution “Support Merging WLWCA with WALCE and the Repeal and Recreation of the WLWCA Bylaws” for adoption carried by voice vote, no opposition.**
 - *Moore will include resolution with the draft bylaws in the 60 day notice.*

- Review process to submit resolution, discuss supplemental attachments:
 - Moore presented the resolution attachment form posted on the WLWCA Web site.
 - The upcoming special edition of the *Thursday Note* will be included as supplemental information to backup the resolution.
 - Wagner will serve as the “Resolution Spokesperson” on the resolution attachment. *Lindquist will work with Wagner on the Policy Statement for the Resolution Attachment and a cover letter for the WLWCA 60 days bylaws notice.* The Resolutions Attachment is not due until October 28. The 60 day notice is due October 10.
 - *Moore will send Lindquist and Wagner the WLWCA letterhead template.*
- Draft business meeting agenda: Draft presented and discussed.
- Wagner briefed McKenzie on November 4 meeting plan and offered an opportunity to discuss any other business. McKenzie provided an NACD update regarding board membership and a budget update for Douglas County.

2:00 Adjournment

- Rudolph/Hammer: adjournment.