

## Pure Water Forum Board Meeting

February 5, 2016

DEQ-VRO, Harrisonburg

### **Attendees**

|                          |                              |                                |
|--------------------------|------------------------------|--------------------------------|
| Otis Bilkins (HSWCD)     | Joe Lehnen (DOF)             | Beverly Pearce (Denizen Media) |
| Laura Naftel (PATB)      | Chris Anderson (WHFF)        | Rod Walker (Blue Ridge PRISM)  |
| Maggie Walker (BR PRISM) | Paul Bugas (DGIF)            | Brad Fink (DGIF)               |
| Jim Herrick (JMU)        | Wayne Webb (FOSR)            | Matt Kowalski (CBF)            |
| Bill Latham (SVSWCD)     | Jeffrey Rinker (MillerCoors) | Jean Andrews (ACSA)            |
| Tom Benzing (JMU)        | John McCloskey (Merck)       | Tara Sieber (DEQ)              |

### *Approval of meeting minutes*

John McCloskey opened the meeting by welcoming everyone and having attendees introduce themselves. John McCloskey requested approval of the board meeting minutes from December 2015. Otis Bilkins made the motion to approve the minutes and Joe Lehnen seconded it. The motion carried.

### *Correspondence*

The PWF received a generalized email invitation to the annual River Rally which will be held in Mobile, AL in 2016. If there is anyone interested in attending, please let John McCloskey know. Chris Anderson added that the 2017 River Rally will be in Grand Rapids, MI. Another email invitation was received for the Forum to participate in the Blacks Run Clean-Up Day (BRCUD) Green Scene Environmental Expo. This event will take place on April 9, 2016. John asked if PWF had participated in the past. Tara Sieber responded that she remembered that Ben Craig had set up a booth last year. If there is any interest, John asked the group to let him know. Other correspondence included three grant acceptance letters, two from the Headwaters SWCD for two small grants awarded to them for 1) Keeping Farmland Farming workshop and 2) Equipping an Envirothon Trunk. The third grant acceptance letter was from the Town of Luray for the grant to support the Youth Trout Fishing Day in the spring.

### *Treasurer's Report*

Otis Bilkins introduced the financial report for 2015 and distributed copies of several other reports to the group. The first page of the packet was the 2015 Annual Financial report. The second page was the 2016 funds and expenditures to date, the third page was the DEQ financial report and then the fourth page was the Peak at the bay financial statement since 2014. Otis reviewed the income, expenses and the existing account balance. A participant asked for a total balance sheet and Otis said that he didn't have one. Joe Lehnen made a motion to approve the financial reports, Paul Bugas seconded and the motion carried.

### *President's Report*

John McCloskey told the group that two Executive Committee meetings had been held in January. Also, the Small Grants Committee had been reviewing the numerous small grant applications received (more on that later). John also said that the Executive Committee had been able to utilize Constant Contact to send out email newsletters, and was busily adding new members to the distribution list. He then passed around the list of 2016 PWF Board meetings scheduled. These dates included: May 6, August 26, Annual Meeting TBD (Sept./Oct.), and December 2. The May meeting location was undecided, and Chris Anderson volunteered the White House Farm. Jeff Rinker volunteered the MillerCoors site as a Board Meeting site for the August meeting, and John stated that Merck was happy to be the host in December again, following in the tradition of the previous years. John asked the group if it would be ok to switch the May 6<sup>th</sup> date to May 13<sup>th</sup> to suit several members of the Executive Committee. No one had any comments and the action was approved.

### *Small Grants Committee*

John McCloskey reviewed that the Small Grants Committee was charged with reviewing applications and giving away up to \$5,000/yr. He took the group through the 2015 grants awarded from this funding source, and distributed a table for folks to review. Thus far in 2016, the Committee has already spent \$2,000. Another request for Wilbur Pence Middle School was received to put into place a cooling tank for their Trout in the Classroom program for \$500. Otis Bilkins made the motion to approve and Joe Lehnen seconded. John asked if the score was ok. Otis said he hadn't seen all of the scorer's final tallies but Mary Gessner was very positive about it. The motion passed. John McCloskey discussed his concerns over spending \$1500 on one organization (HSWCD) but didn't want to hold back funding from useful projects that scored well. Paul Bugas had a question about funding the Luray Youth Fishing Derby and Otis answered that they had funded the event before. Jim Herrick asked about increasing the amount of money that could be individually applied for, and the total amount of money able to be given out. His focus was on spending the money. The group discussed that work is spreading about the availability of these grants and that perhaps for the effort, more than \$500 would be appropriate. The suggestion was made that perhaps it is time to have two tiers, smaller grants with less paperwork and larger grants available with more oversight. Joe Lehnen suggested waiting to see what 2016 brings, and if the committee is still not spending the whole of \$5000, then seeing if the small grants Committee would spend additional money. Jim Latham asked if the IRS 1099 tax forms \*(used to declare income) are appropriate for these groups, and if this was the reason to keep awards at \$500 or under. More volunteers to lead the Small Grants Committee were needed and the options and implications of raising the maximum award should be considered.

### *Education Committee*

Otis Bilkins mentioned that Tammy Stone is investigating the finalization of a scholarship program which would be a \$2000 annual expenditure.

### *Website Committee*

Jean Andrews reviewed that the number of unique visitors to the website in December 2015 was 1,044, which brought the annual total to 8,282. The top pages visited were 1) the main page, 2) the grants page, 3) the Board members page, and 4) Employment. Jean asked that if anyone had suggestions, please send them her way.

### *Board Development Committee*

Joe Lehnen said that Craig Miller had to step down from the Board, but the Committee was talking to Hobey Bauhan about another member from the Virginia Poultry Federation who would be willing to serve. Tom Benzing suggested stepping down from his position from Trout Unlimited representatives. This is pushing the limits for the Board according to the Pure Water Forum's Bylaws.

### *OLD BUSINESS*

The Small Grants Committee had nothing additional. The question was raised whether it was ok according to the Bylaws to have a Committee of one person (which is what the Bylaw Committee has right now). John McCloskey said he would be happy to help on that committee if it was needed.

### *NEW BUSINESS*

The topic of Board Meeting venues was already discussed. The group also examined possible Board Meeting speakers/topics. Tom Benzing offered to present some of his research conducted during his sabbatical from JMU. Paul Bugas suggested that the Board could take a float trip for the August meeting, with a stop at MillerCoors. MillerCoors plant was going to host, but could make a float trip stop work as well. The question was asked who would NOT be in favor of this idea?! MillerCoors offered that it may be possible to be a sponsor of the float trip. Wayne Webb said that the Friends of the Shenandoah River sampling program could be a topic at one meeting. He also suggested that he and Karen Andersen could present a summary of the great work going on in Spout Run and its grants. Otis reminded the group that this year was the Twentieth Anniversary of the Forum and perhaps this could be noted in 2016's Annual Meeting planning. This committee will start meeting in May or June, but it was noted that it will be difficult to top the presentations of Eric Eckl from Water Words that Work this past year.

### *Partner Updates*

Joe Lehnen made a motion to adjourn the meeting and Jeff Rinker seconded. Meeting Adjourned and Keynote Speaker from Blue Ridge PRISM introduced.