



Meeting Minutes

January 13, 2017

Board Meeting

7-9pm

The meeting of the New York Association of Conservation Districts was called to order at 7:03pm by NYACD First Vice President, Ron Montesi, via teleconference.

In Attendance: Ron Montesi, First Vice President; Scott Ryan, Second Vice President; Bill Peoples, Treasurer; Sam Casella, Director-At-Large; Ernest Swift, Division IV Director; Frank Thomas, Division V Director; John Santacrose, Division VI Director; Greg Kist, NRCS; PJ Emerick, NYS CDEA; Amber Paice, NYACD Executive Director

0117.01. Chuck Colby moved, and Scott Ryan seconded, to approve the Secretary's report from November 2016. Motion Carried.

0117.02. Bill Peoples moved and Ernest Swift seconded, to approve the Treasurer's report, and pay the bills. Motion Carried.

0117.03. Scott Ryan moved, and Sam Casella seconded to approve the Budget as proposed. Motion Carried.

0117.04. Chuck Colby moved, Bill Peoples seconded, that Amber Paice get a final count for the Board of Directors Training Scheduled for January 21st, and contact Mike Brown to determine if there were enough people in attendance to make the event worthwhile, keeping in mind that a minimum of seven people present from the NYACD Board's standpoint, and that after the conversation with Mike, Amber contact Ron Montesi to make a determination in Dan Farrand's absence. Motion Carried.

Discussion:

Executive Director Report - Most Assessments were received prior to April 1st in 2016. Letter was sent out to Directors in early-January. Asked that the remaining Board Members who haven't done a phone orientation with me schedule to discuss how I can be supportive, and provide a chance to talk one-on-one.

Delegate Tasks for NYACD Legislative Day

Ron Montesi volunteered to be the primary lead on the NYACD Booth at the "Taste of New York" Reception. Ron will get water bottles donated to keep costs down. Amber will register the Booth with Farm Bureau. John Santacrose will host the "After-hours" portion of the Legislative Day Event. Amber will check with the NYS Soil and Water Conservation Committee leadership about what during this event qualifies as a performance measure.

0117.04. Sam Casella moved, and Ernie Swift seconded to adjourn at 7:55 pm. Motion

Carried.

Prepared by Amber Paice, Executive Director
New York Association of Conservation Districts, Inc.
607-794-8086 ambermay@nyacd.org www.nyacd.org

(Submit Minutes for Approval at the next NYACD Board of Directors Meeting.)



Financial Report
January 31, 2017

NYACD, Inc.

Prepare By:
Velynda Parker
Bookkeeper

**New York Association of Conservation Districts
Profit & Loss Budget Performance
January 2017**

	<u>Jan 17</u>	<u>Jan 17</u>	<u>Annual Budget</u>	<u>%</u>
Income				
4001-Meeting Annual				
4001A-Vendor Sponsorship	555.00	555.00	3,000.00	19%
4001B-Bucket Raffle/Silent Auct	0.00	0.00	500.00	0%
4001C-Registration	775.00	775.00	20,000.00	4%
4001D-Condo Raffle	0.00	0.00	500.00	0%
Total 4001-Meeting Annual	<u>1,330.00</u>	<u>1,330.00</u>	<u>24,000.00</u>	
4400-Membership Assessment				
SWCD Assessments	12,500.00	12,500.00	66,000.00	19%
Total 4400-Membership Assessment	<u>12,500.00</u>	<u>12,500.00</u>	<u>66,000.00</u>	19%
4500-Interest	0.00	0.00	214.00	0%
Total Income	<u>13,830.00</u>	<u>13,830.00</u>	<u>90,214.00</u>	15%
Gross Profit	<u>13,830.00</u>	<u>13,830.00</u>	<u>90,214.00</u>	
Expense				
4600 Contributions/Donations				
4600A-EnviroThon	0.00	0.00	1,000.00	0%
Total 4600 Contributions/Donations	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	
4800-Insurance				
4800A-Liability	313.01	313.01	350.00	89%
4800B-Disability	0.00	0.00	70.00	0%
4800C-Workers Comp	0.00	0.00	500.00	0%
Total 4800-Insurance	<u>313.01</u>	<u>313.01</u>	<u>920.00</u>	
4900-Insurance-Bond	0.00	0.00	500.00	
5000-Executive Director				
5000A Mileage/Transportation	0.00	0.00	1,500.00	0%
5000B Lodging	0.00	0.00	1,000.00	0%
5000C Meals	0.00	0.00	500.00	0%
5000D Assessment	0.00	0.00	500.00	0%
5000E Registration	0.00	0.00	800.00	0%
Total 5000-Executive Director	<u>0.00</u>	<u>0.00</u>	<u>4,300.00</u>	
5100 Leglitive Days				
5100A Mileage/Transportation	0.00	0.00	1,000.00	0%
5100B Meals	0.00	0.00	500.00	0%
5100C Lodging	0.00	0.00	500.00	0%
5100D Supplies	0.00	0.00	2,500.00	0%
Total 5100 Leglitive Days	<u>0.00</u>	<u>0.00</u>	<u>4,500.00</u>	
5200 NACD National				
5200A Mileage/Transportation	0.00	0.00	700.00	0%
5200B Registration Fees	0.00	0.00	500.00	0%
5200C Meals	0.00	0.00	300.00	0%
5200D Lodging	0.00	0.00	1,000.00	0%
5200E Assessment	0.00	0.00	775.00	0%
5200F Donated Item	0.00	0.00	100.00	0%
Total 5200 NACD National	<u>0.00</u>	<u>0.00</u>	<u>3,375.00</u>	

New York Association of Conservation Districts
Profit & Loss Budget Performance
January 2017

	<u>Jan 17</u>	<u>Jan 17</u>	<u>Annual Budget</u>	<u>%</u>
5300 Office Operational				
5300A Equipment	0.00	0.00	500.00	0%
5300B Phone	150.00	150.00	2,000.00	8%
5300C Supplies	7.29	7.29	500.00	1%
5300D Website Updates	0.00	0.00	400.00	0%
Total 5300 Office Operational	<u>157.29</u>	<u>157.29</u>	<u>3,400.00</u>	
6400 Officers/Directors Expense				
6400A Mileage	0.00	0.00	2,967.80	0%
6400B Lodging	0.00	0.00	500.00	0%
6400C Meals	0.00	0.00	700.00	0%
Total 6400 Officers/Directors Expense	<u>0.00</u>	<u>0.00</u>	<u>4,167.80</u>	
6500 Professional Services				
6500A Accounting	0.00	0.00	2,000.00	0%
6500B Legal	0.00	0.00	100.00	0%
6500C Computer Programmer	0.00	0.00	599.00	0%
Total 6500 Professional Services	<u>0.00</u>	<u>0.00</u>	<u>2,699.00</u>	
6600 NACD NE				
6600A Mileage/Transportation	0.00	0.00	500.00	0%
6600B Lodging	0.00	0.00	300.00	0%
6600C Meals	0.00	0.00	200.00	0%
6600D Registration	0.00	0.00	300.00	0%
Total 6600 NACD NE	<u>0.00</u>	<u>0.00</u>	<u>1,300.00</u>	
6700 Annual Meeting Expense				
6700B Registration	0.00	0.00	19,000.00	0%
Total 6700 Annual Meeting Expense	<u>0.00</u>	<u>0.00</u>	<u>19,000.00</u>	0%
6800 CHAR 500 Filing	0.00	0.00	300.00	
Payroll Expenses				
FUTA	0.00	0.00	32.00	0%
Gross Salary-AP	3,076.92	3,076.92	40,800.00	8%
Payroll Expenses	833.15	44.62	3,121.20	1%
Unemployment	397.32	0.00	799.00	0%
Total Payroll Expenses	<u>4,307.39</u>	<u>3,121.54</u>	<u>44,752.20</u>	
Reconciliation Discrepancies	0.01	0.01		
Total Expense	<u>4,777.70</u>	<u>3,591.85</u>	<u>90,214.00</u>	4%