



association of illinois

SOIL & WATER

conservation districts

June 2010 Quarterly Board Meeting Packet

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June Quarterly Board Meeting June 7 & 8, 2010 Northfield Inn & Suites

Monday – June 7th

9:00 a.m.-12:00 p.m.	Executive Committee	Crystal
12:00-1:00 p.m.	Lunch	Topaz
1:00-2:00 p.m.	Auxiliary Committee Meeting	Jade
1:00-3:00 p.m.	Round One Focus Area Committees	
	<ul style="list-style-type: none">▪ Communication: Eric Suits, Chairperson▪ Education: Jerry Snodgrass, Chairperson▪ Planning: John Beckhart, Chairperson	Crystal Diamond Emerald
2:00-3:00 p.m.	Forestry Committee: Bob Sloan, Chairperson	Jade
3:00-5:00 p.m.	Round Two Focus Area Committees	
	<ul style="list-style-type: none">▪ Financial Management: Phil Fossler, Chairperson▪ Legislative: Aaron Ferguson, Chairperson▪ Urban Community & Conservation: Norbert Rider & Don Lloyd, Co-Chairs	Crystal Diamond Emerald

Tuesday – June 8th

7:30 a.m.	Board Member Breakfast	Emerald
8:00 a.m.	Foundation & Board Meeting	Crystal/Diamond



MEMORANDUM

officers

President
JAMES H. TODD
29953 Sweetwater Ave.
Greenview, IL 62642
(217) 445-2535

Vice President
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(618) 947-2997

Secretary
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(618) 947-2797

Treasurer
PHIL FOSSLER
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staff

Executive Director
RICHARD NICHOLS

Education Coordinator
STACY STREMSERFER

*Urban Stormwater
Specialist*
JIM NELSON

Administrative Assistant
SHERRY FINN

mission

"to represent and
empower illinois' swcdds"

Date: May 5, 2010
To: All AISWCD Board Members, Committee Members and Advisors
From: James Todd, President
Re: **June 2010 Quarterly Board Meeting**

Please be advised the next meeting of the Board of Director's and Focus Area Committees of the Association of Illinois Soil and Water Conservation Districts has been scheduled. Specific information regarding the meeting is noted below:

Dates: June 7 and 8, 2010
Time: See Agenda (page 2)
Location: **Northfield Inn & Suites**
3280 Northfield Drive
Springfield, Illinois 62703
217.523.7900

If you should have any questions regarding this meeting, please contact the AISWCD office at 217.744.3414. **Please note, the Executive Committee Meeting will start at 9:00 am Monday morning instead of 8:00 am and no task force groups will be meeting.** I look forward to seeing you in June.

Please make sure to contact Sherry Finn, at the AISWCD office, to make any room reservations for the Northfield Inn by Monday, May 24, 2010.



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**SOIL &
WATER**

conservation districts

4285 north walnut street road
springfield, illinois 62707
phone: 217-744-3414 fax: 217-744-3420
www.aiswcd.org

AISWCD Foundation Agenda

James Todd, President

June 8, 2010 @ 8:00 a.m.

Crystal/Diamond Room - Northfield Inn & Suites, Springfield, Illinois

1. Call to order
2. Roll Call
3. Approve Agenda
4. Approve March 2010 Minutes
5. Old Business
6. New Business
 - George McKibben Scholarship
 - Approval of New Revenue/Expense Accounts for Computer Purchase Orders
 - Approval FY 2009 Audit Summary
 - Questions on Financial Reports submitted in packets
7. Adjournment

**AISWCD Foundation
March Quarterly Board
March 9, 2010
Teleconference Call
8:00 a.m.**

Present

Absent

Jim Todd, President, NACD Alternate
Aaron Ferguson, Vice President
John Beckhart, Secretary
Phil Fossler, Treasurer

Darrell Roegge, Area II VP
Eric Suits, Area III VP
Norbert Rider, Area IV VP
Tim Keller, Council 1
Terry Bogner, Council 2
Lonnie Wilson, Council 2
Lee Bunting, Council 3

Van Bitner, Council 5

David McCormick, Council 8

Daniel Doedtman, Council 10
Emery Oesch, Council 11
Don Beisiegel, Council 12

Kenny Vosholler, Council 15

Phyllis Mace, ISWCDEA RC Co-Chair
Shelia Lane, ISWCDEA AC Co-Chair
Megan Andrews, ISWCDEA AC Vice Chair
Debi Slade, ISWCDEA RC Vice Chair

Richard Nichols, AISWCD

Jim Nelson, AISWCD
Sherry Finn, AISWCD

Jerry Snodgrass, Area I VP

Terry Davis, Council 4

Randy Molitoris, Council 6
Jim Bell, Council 7

Terry Monke, Council 9

Tom Beyers, Council 13
Tom Anderson, Council 14

Don Lloyd, Council 16

Marie Bunting, Auxiliary

Stacy Stremsterfer, AISWCD

Mike Hoffmann, AISWCD

Jim Todd called the meeting to order at 8:00 a.m. Roll call was completed by Sherry Finn.

Approve Agenda

Motion to approve agenda made by Lee Bunting and seconded by Phil Fossler, MCVV.

Approve Minutes

Motion to approve December Minutes made by Darrell Roegge and seconded by John Beckhart, MCVV.

Old Business

Nothing was brought forward.

New Business

Financial Reports

Motion to accept financial reports as submitted in packets made by Don Beisiegel and seconded by Dan Doedtman, MCVV. Motion to approve reports that were submitted in packets made by Eric Suits and seconded by Van Bitner, MCVV.

Adjournment

The meeting was adjourned at 8:06 a.m. Motion to adjourn the meeting made by Darrell Roegge and seconded by Phil Fossler, MCVV.

Minutes submitted by Sherry Finn.



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springfield, illinois 62707
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AISWCD Board of Directors Agenda

James Todd, President

June 8, 2010 @ 8:30 a.m.

Crystal/Diamond Room - Northfield Inn & Suites, Springfield, Illinois

1. Call to order
2. Roll Call
3. Approval of Agenda
4. Partner Reports: 5 minute restriction (written reports attached)
 - IDOA: Steve Chard
 - NRCS: Bill Gradle
 - FSA: Scherrie V. Giamanco/Don King
 - IEPA: Dick Breckenridge
 - IDNR: Debbie Bruce
 - ISWCDEA: Sheila Lane & Phyllis Mace
 - NCDEA: Cindy Moon
 - NACD North Central Report: Jerry Snodgrass
 - NACD Delegate/Alternate: Jim Todd & Aaron Ferguson
5. Committee Reports
 - Executive: James Todd
 - Forestry: Duane Snow
 - Auxiliary: Marie Bunting
 - Insurance: Debbie Holsapple
 - Mississippi & Illinois River Coordinating Council Reports: Lee Bunting & Rich Nichols
 - Nominations: Darrell Roegge
6. Focus Committee Reports
 - Communications: Eric Suits
 - Education: Jerry Snodgrass
 - Financial Management: Phil Fossler
 - Legislative & Resolutions: Aaron Ferguson
 - Planning: John Beckhart
 - Urban Community & Conservation: Norbert Rider & Don Lloyd
 - Executive Director's Report: Rich Nichols

7. Area V.P. Reports
 - Area 1: Jerry Snodgrass
 - Area 2: Darrell Roegge
 - Area 3: Eric Suits
 - Area 4: Norbert Rider
8. Approve Minutes: March 2010 Board Meeting
9. Old Business
 - Dues/Funding Issues
 - AISWCD Plan of Work
 - Sponsorship Update
 - Aflac Insurance for Directors
 - Computer Seat Fee/Hewlett-Packard Discount-Invoicing
 - FOIA/OMA Update
 - Senate Joint Resolution Taskforce
 - House Bill 6045 (Amendment to State Finance Act)
 - FY 2010 & 2011 EPA 319 CREP Grant projects update
 - FY 2011 Quarterly Board Meeting Expenses

Confirmed Dates for 2011:

Tuesday, March 8, 2011 at Northfield Inn (Time not set)

Monday, June 13 & Tuesday, June 14, 2011 at Northfield Inn

September 2011-only if needed

Monday, December 12 & Tuesday, December 13, 2011 at Northfield Inn
- New Business
 - Mass Mutual Long Term Care Insurance for SWCD Directors and Employees
 - Questions on Reports submitted in packets
 - Accept written reports
10. Adjournment

**AISWCD Board Meeting
March Quarterly Board
March 9, 2010
Teleconference Call
8:15 a.m.**

Present

Jim Todd, President, NACD Delegate
Aaron Ferguson, Vice President, NACD Alternate
John Beckhart, Secretary
Phil Fossler, Treasurer

Darrell Roegge, Area II VP
Eric Suits, Area III VP
Norbert Rider, Area IV VP
Tim Keller, Council 1
Terry Bogner, Council 2
Lonnie Wilson, Council 2
Lee Bunting, Council 3
Terry Davis, Council 4
Van Bitner, Council 5

David McCormick, Council 8

Daniel Doedtman, Council 10

Don Beisiegel, Council 12
Tom Beyers, Council 13

Kenny Vosholler, Council 15

Phyllis Mace, ISWCDEA RC Co-Chair
Shelia Lane, ISWCDEA AC Co-Chair
Megan Andrews, ISWCDEA RC Vice Chair
Debi Slade, ISWCDEA AC Vice Chair

Richard Nichols, AISWCD

Jim Nelson, AISWCD
Sherry Finn, AISWCD

Absent

Jerry Snodgrass, Area I VP

Randy Molitoris, Council 6
Jim Bell, Council 7

Terry Monke, Council 9

Emery Oesch, Council 11

Tom Anderson, Council 14

Don Lloyd, Council 16

Marie Bunting, Auxiliary

Stacy Stremsterfer, AISWCD

Mike Hoffman, AISWCD

Jim Todd called the meeting to order at 8:07 a.m. Roll call was completed by Sherry Finn.

Approve Agenda

Changes to the agenda: Addition of 5 items which include (1) ISAE Lawsuit, (2) IDNR request for SWCDs to do Fire Equipment Inventory of US Forest Service Surplus Property, (3) Senate Joint Resolution-Taskforce, (4) House Bill-HB6045, and (5) Ag Legislative Day. **Motion to approve amended agenda made by Don Beisiegel and seconded by Lee Bunting, MCVV.**

PARTNER REPORTS

IDOA – Steve Chard reported he does not have any new information on when the Districts would receive their funding; the Legislative Resolution Taskforce for SWCDs has been enrolled but not voted on yet, and the final selection of members for the taskforce is due by January 1, 2011. His initial report was in the March QB packet.

NRCS- Ivan Dozier reported for Bill Gradle. His report is attached.

FSA – No report given

IEPA – No report given

IDNR – No report given

ISWCDEA – Sheila Lane reported Megan Andrews, RC and Debi Slade, AC are the new Vice Co-Chairs for the ISWCDEA, and she had contacted Rich Nichols and Jim Todd to get approval to have them added to the roll call list and the e-mail listing for information of meetings; she thanked Jim Nelson for all his hard work with Hewlett-Packard on obtaining information and a group discount for new computers and software; Sheila also reported that the ISWCDEA would be selling raffle tickets at the Annual Meeting/Summer Conference for a chance to win a Laptop; in addition, the ISWCDEA would like to offer NRCS certified training at Summer Conference, if the Hilton has availability for rooms-Sherry Finn will check on this with the Hilton; Sheila informed everyone that the ISWCDEA Webpage was still being worked on-Renee Weitkamp of Champaign County is doing the work.

NCDEA - Cindy Moon reported she had attended the NACD Annual Meeting in Orlando, Florida and had met with new NACD President.

NACD – Jim Todd reported he also had attended the NACD Annual Meeting in Florida and the Illinois Resolution for Data Sharing for District Operations was withdrawn by him since the State of Virginia had a similar one-Vote passed 7-3 for Resolution. He confirmed the Association would get a link of the NACD resolutions to put on the Association's website.

COMMITTEE REPORTS

Executive Committee – Jim Todd reported about the lack of release of funding for the Districts; the Legislative Resolution Taskforce Members list had gone to Director Jennings and the final selection is due by January 1, 2011.

Forestry Committee – No report given

Auxiliary – Lee Bunting reported for Marie Bunting. She has programs lined up for the Annual Meeting/Summer Conference.

Insurance Committee – Debbie Holsapple reported the turnover of employees is still a concern and gave a report on how many Districts have reduced hours and workers; reported all insurance payments have been received from the State at this time.

Mississippi & Illinois River Coordinating Council Reports – Lee Bunting was in Arizona when the first meeting of the Illinois River Council met and Rich Nichols reported the first meeting for the Mississippi River Council is set for March 25, 2010.

FOCUS AREA COMMITTEE REPORTS

Communications – Eric Suits reported the Sponsorship Thank you Letter had been completed and should be going out very soon-then referred to Sherry Finn to report the update on brochures and sponsorships; she reported 30 Districts have received Sponsorship Brochures and 21 of those Districts have paid their printing fee-all 30 Districts have been invoiced. Sherry also reported 11 sponsorships have been sold-7 Individual and 4 organizational bringing the sponsorship dollar total to \$575. Champaign Co. has 2 individual sponsorships which equals \$25, Coles Co. has 1 organizational sponsorship = \$50, Cumberland Co. has 1 organizational sponsorship = \$50, Effingham Co. has 1 organization sponsorship = \$50, Fulton Co. has 1 individual sponsorship = \$12.50, McDonough Co. has 1 individual sponsorship = \$12.50, Perry Co. has 1 individual sponsorship = \$12.50, and Sangamon Co. has 1 organizational and 2 individual sponsorships = \$75.00 to be paid at the end of March-quarterly payments as per the agreement of the committee. Sherry Finn reminded everyone the first District to enroll 25 sponsors would receive \$100. Jim Nelson asked if there was still an interest in moving forward on the "Stop Erosion Now" website. There was discussion on how much a domain would cost and Jim stated it shouldn't be more than \$100 per year.

Motion to move forward on the webpage made by Norbert Rider and seconded by Phil Fossler, MCVV.

Education – No report given

Financial Management – Phil Fossler referred to Sherry Finn. She reported at this time 15 Districts have paid their first half of FY 2010 Membership Dues and one District had paid their last half of FY 2009 dues. There were questions about the January 2010 balance for miscellaneous which was for the State payment for reimbursing of all the insurance payouts. There was also discussion about the year end actuals (accounts and budget) for December 2009. It is not posted on our website and Jim Todd stated that he didn't think we wanted to list it on our website. There was discussion about this at the December QB meeting, and it was decided that Sherry would e-mail the Monthly Financials to all officers and any other members who requested them. **Motion to send year end actuals to any board member making a request for them was made by Tom Beyers and seconded by Darrell Roegge, MCVV.** Tom Beyers requested he receive them.

Legislative and Resolutions – Aaron Ferguson reported they did not have anyone to carry the Aggregate Plan at this time and that there were no Resolutions at this time either.

Planning – John Beckhart reported that the Annual Meeting Taskforce planned to meet in 2 weeks and there was a plan to have Continuing Education Credit training for employees and new director training for Directors at Summer Conference.

Urban Community and Conservation - Jim Nelson reported the NRCS presence in North Cook County SWCD is pulling out from their facility; they have organized CEPSC training for Summer Conference and Winter Training to receive Continuing Education Credits; and the Illinois Urban Manual will be updated in June of 2010

Executive Director's Report – Rich Nichols said everything he needed to report was in the Conservation Catchall and March QB packet.

AREA VICE PRESIDENT'S REPORTS

Area I V.P. – No report given

Area II V.P. – Darrell Roegge stated we needed to get the funding for Districts.

Area III V.P. – Eric Suits recommended we send a statewide e-mail to all Districts to inform them they needed to verify their backup information was good before information is wiped from computer due to the problems that Champaign County had; Eric was informed that a statewide e-mail had already gone out.

Area IV V.P. – Norbert Rider stated "Show us some money!"

Approval of Minutes

Motion to approve December minutes made by Dan Doedtman and seconded by Terry Davis, MCVV.

OLD BUSINESS

Dues/Funding Issues – Annyce Winters reported that according to her questionnaire sent out to Districts there were 10-12 Districts that could hold out until April or May if no funding is received; 3 Districts were in serious trouble; 28-29 Districts will be closing their doors in June; 16-18 Districts have employees with reduced hours, 10 District offices have no Administrative Coordinator (AC) and 7 District offices do not have a Resource Conservationist (RC); 9 Districts reported that they can last into the next fiscal year and beyond and half of the Districts will be closed by Fall of 2010.

AISWCD Plan of Work – Rich Nichols reported he had not been able to look over the December suggestions and put any information together due to lack of time and the taking of furlough days. He will report at the June Quarterly Board Meeting.

Sponsorship Brochure Update – Sherry Finn stated she had given this report earlier.

NACD Meeting Overview – Jim Todd reported the new NACD CEO is Jeff Eisenberg; stated the NACD auction raised approximately \$31,000 and he gotten bags of seed for the President's auction item, which brought \$600; Terry Davis reported the past presidents donated a bracelet, which brought \$175; Terry also reported Lee Bunting has been named President for the Past President's Association.

Computer Seat Fee – Jim Nelson reported Districts need to make sure their systems are backed up properly and have all the information saved. He also confirmed the Association is going to provide a group rate for the Districts to purchase hardware and software from Hewlett-Packard as soon as we can provide all required information for non-for-profit organization to HP. Directors and Individuals may also purchase product, but must go through their District Office.

Freedom of Information and Open Meetings Acts Update – Sherry Finn reported she had contacted the Illinois Attorney General's Office and had set a date for June 17, 2010 from 10 a.m. until 12:00 p.m. at the Department of Ag's Auditorium for training. All Districts will be required to complete the on-line registration and training before the June 17, 2010 training, which will have an attorney providing the training for what a District needs to do if there is a request. Sherry will be e-mailing all the Districts with the Attorney General's website link so they can log on to complete the registration/training.

NEW BUSINESS

ISAE Lawsuit – Rich Nichols provided an update on the ISAE Lawsuit on the Illinois Lobby Registration Act. ISAE filed suit on the ethics issue of the constitutional filing fee. The lawsuit has been postponed due to the ACLU lawsuit, but the fee has not been determined at this time. ISAE wrote a letter to the Association asking for financial support to help defray some of their legal fees.

Motion to write a thank you letter to ISAE for all their efforts; but due to our funding situation, we are not able to provide any monetary compensation made by Lonnie Wilson and seconded by Phil Fossler, MCVV.

IDNR/Fire Equipment Inventory – Rich Nichols reported receiving a request from the Dept of Natural Resources asking Districts to do a fire equipment inventory of US Forest Service donated equipment to local Fire Departments in Illinois. They would pay \$175 (flat fee) plus an additional \$25 per equipment piece inventoried, which would be a minimum fee of \$200. There was discussion about if a District didn't want to do the inventory could another adjacent District be eligible to do it. Rich Nichols said that the Districts had done this before a couple of years ago, and he had assigned another District if one did not wish to take part. **Motion to go ahead with the Contract with the U S Forest Service made by Norbert Rider and seconded by Phil Fossler, MCVV.**

Senate Joint Resolution - Rich Nichols reported the potential members for the Senate Joint Resolution Taskforce have been given to Director Jennings, and the recommendation from the taskforce's report is due on the Governor's desk by January 1, 2011.

House Bill 6045 – Jim Todd and Rich Nichols reported this bill was amendment to the State Finance Act which provides conservation practice cost-share grants from the Partners for Conservation fund may be made to livestock operations, effective July 1, 2010. Rich Nichols stated Mike Hoffman had recommended that the Senate Democratic staff rewrite the wording on this bill to reflect the wording from the original HB 5940, which states livestock operations may be included in the CPP cost-share program. **Motion to support HB 6045 if the language in HB 5940 was included in the new bill which stated that CPP pass through Districts made by Lee Bunting and seconded by Don Beisiegel, MCVV.**

Ag Legislative Day – There was discussion about an item or items for the legislative basket. **Motion to not provide an item for the Legislative Basket was made by Phil Fossler and seconded by Darrell Roegge, MCVV.**

FY 2010 & 2011 CREP Grant Update – Rich Nichols and Sherry Finn reported they were having a meeting the following week with IEPA and IDNR about the new (FY 2011) CREP grant and the existing (FY 2010) CREP grant. No confirmation has been made on the new grant and the existing grant will be completed on June 30, 2010.

Accept Written Reports – Jim Todd asked if there were any questions or discussion regarding the written reports and asked for a motion. **Motion made to accept written reports made by Terry Davis and seconded by John Beckhart, MCVV.**

FY 2011 QB Meeting Format - There was plenty of discussion about the current situation for QB Meetings; suggestions for more concise meetings; 1 day meetings; directors to pay their own way; bringing their own lunch; all in agreement that they prefer face-to-face meetings; questioned how many directors will attend meetings if they have to pay their own way-everyone answered yes-that they volunteered for the duty. Sherry Finn reported the Northfield Inn does not charge for meeting rooms if Directors stay at the hotel, and the Association confirms a set number of meals for both days. The members asked Sherry to find out what the rate would be for a one day meeting. **Motion to set the Regular Dates for FY 2011 at Northfield Inn for March, a one day meeting; June, a two day meeting;, and December, a two day meeting and the travel, meals and overnight stays would be at the expense of the Directors made by Lee Bunting and seconded by Terry Davis; Terry Davis made an amendment motion to have the meals at the expense of the Association and this was seconded by Aaron Ferguson. MCVV.**

Adjournment

Meeting adjourned at 11:20 a.m. **Motion to adjourn meeting made by Darrell Roegge and seconded by Tim Keller, MCVV.**

Minutes taken by Sherry Finn



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Executive Committee Agenda

James Todd, Chairman

June 7, 2010 @ 9:00 a.m.

Crystal Room - Northfield Inn & Suites, Springfield, Illinois

1. Call to order and introductions
2. Roll Call
3. Approve Agenda
4. Committee/Taskforce Updates
 - Communications: Eric Suits
 - Marketing Taskforce
 - Sponsorships
 - Education: Jerry Snodgrass
 - Envirothon Taskforce
 - Director Training Taskforce
 - Financial Management: Phil Fossler
 - Funding Taskforce
 - FY 2010 Budget overview
 - FY 2011 CREP (319) Grants Update
 - Legislative: Aaron Ferguson
 - Legislative Taskforce
 - FY 2010 Legislative Awards
 - FY 2010 Legislative Day Update
 - Planning: John Beckhart
 - Annual Meeting/Awards Taskforce
 - District Accomplishments Taskforce
 - Urban Community & Conservation: Norbert Rider and Don Lloyd
 - Videos Update
5. Area Vice President Reports
 - Area I: Jerry Snodgrass
 - Area II: Darrell Roegge
 - Area III: Eric Suits
 - Area IV: Norbert Rider
6. Old Business
 - Dues/Funding Issues Update
 - AFLAC Insurance for Directors Update
 - AISWCD Plan of Work Update

7. New Business
 - Date for Upcoming Years Budget Approval
 - NACD Legislative Trip (See Line Item #6801 on the FY 2010 Budget)
 - Executive Director Conference (See Line Item #5502 on the FY 2010 Budget)
8. Approve Minutes: December 2009 Executive Committee Meeting Minutes
9. Adjournment

**Executive Committee Meeting Minutes
December Quarterly Board
December 14, 2009
Northfield Inn & Suites - Crystal Room
9:00 a.m.**

Present

Jim Todd, President, NACD Delegate
Aaron Ferguson, Vice President, NACD Alternate
Phil Fossler, Treasurer

Jerry Snodgrass, Area I VP
Darrell Roegge, Area II VP
Eric Suits, Area III VP
Norbert Rider, Area IV VP
Terry Davis, Past President
Phyllis Mace, ISWCDEA RC Co-Chair
Shelia Lane, ISWCDEA AC Co-Chair

Richard Nichols, AISWCD
Stacy Stremsterfer, AISWCD
Jim Nelson, AISWCD
Mike Hoffmann, AISWCD
Guest: Tim Keller
Guest: Don Lloyd

Absent

John Beckhart, Secretary

Marie Bunting, Auxiliary

President Jim Todd called the meeting to order at 9:02 a.m.

Sherry Finn completed roll call.

Approval of Agenda

No additions were made to the agenda. **Motion by Darrell Roegge and seconded by Phil Fossler to approve agenda, MCVV.**

Committee and Taskforce Updates

Communication

Stacy Stremsterfer reported the sponsorship brochures have been printed and ready to be distributed. SWCDs had the opportunity to pick them up at Winter Training to save on shipping. Each SWCD can receive 50 copies of the brochure for \$10.00 to cover the printing cost since this was not figured into the budget for 2009 which was approved during the November Mid Executive Meeting. The Marketing Taskforce held a conference call with LUC 16 to further discuss their soil and water outreach program that was brought forward to AISWCD in September. The result of the meeting included this project being handed over to the AISWCD and getting information put together for a statewide project. Information will be sent to all SWCDs for their thoughts and input on the "tagline" with the Marketing Taskforce working on the program to have it rolled out by Summer Conference.

Education

Stacy Stremsterfer reported the four main category presenters have been confirmed and IL EPA will help with the presentation for the current issue. Currently IL EPA is finishing revisions to the current issue resource packet that she put together and it should be available on the website by the end of the December. It was reported the Canon Envirothon has been moved to California State University, Fresno. Stacy Stremsterfer reported she had a meeting with IL EPA on support of

the Envirothon program and has already started receiving the technical support, however a letter was sent to request financial support and she has not heard back from them at this time. Jerry Snodgrass reported Stacy Stremsterfer has put together director training modules and sent them to the members of the director training taskforce. The taskforce is in the process of reviewing the information and will need to work on updating some of the information. It is the hopes of the group to have this rolled out at Summer Conference.

Financial Management

Phil Fossler reported there was a conference call this past Thursday for the Funding Taskforce. Mike Hoffmann reported he had been talking to Marc Miller along with Jim Todd and Rich Nichols concerning funding options. Phil Fossler reported the budget is currently shortfall of \$55,000 and needed to be balanced and approved. Jim Todd informed the group he had met with Rich Nichols and Aaron Ferguson last night to find ways to balance the budget and have brought forward some ideas.

Sherry Finn reported there are currently 92 SWCDs who have paid 3rd and 91 who have paid 4th quarter dues.

Jim Todd voiced the following as their recommendation for savings to the 2010 AISWCD budget. Reduce NACD line item by \$5,000, cut \$6,000 for legislative day, reduce quarterly board meetings by \$15,000, and reduce the salaries by \$29,000 with Rich Nichols, Sherry Finn and Stacy Stremsterfer taking 52 furlough days. Discussion was held. Mike Hoffmann noted he would be willing to take a 20% reduction since the rest of the staff was subject to the reduction. **Motion by Aaron Ferguson and seconded by Terry Davis to recommend to Finance FAC to make the following changes in the 2010 AISWCD budget: Reduce NACD line item by \$5,000, cut \$6,000 for legislative day, reduce quarterly board meetings by \$15,000, and reduce the salaries by \$30,000 with Rich Nichols, Sherry Finn and Stacy Stremsterfer taking 52 furlough days. Discussion held, MCVV.**

Jim Nelson updated the committee on the CREP grant that was submitted to EPA this past August. The grants first go to IL EPA and they make the decision whether to send them on for final approval to US EPA. The original CREP proposal was for a two year period and after review from IL EPA they had concern over the expense for overhead. They also were concerned that CREP might not open up in the Kaskaskia or statewide until later in 2010, if at all. Therefore IL EPA sent their recommendation to USEPA that the grant be for only 1 year, for half the amount, and that the administration money for the AISWCD be decreased slightly. Therefore, the administration fees will be around \$7,000 instead of \$9,000 should we get the grant and depending on how much is invoiced through the AISWCD via the SWCDs. We still have to wait until March to hear if the grant will be approved.

Legislative

Aaron Ferguson reported the legislative taskforce has not met recently and the legislative awards would be discussed later at the FAC meeting. Discussion was held concerning legislative day since it had been recommended to cut the line item. Stacy Stremsterfer reminded the group at September QB meeting the AISWCD Board voted to have a legislative day in January which did not necessarily mean having a breakfast. The group wanted it to be more like we had done several years ago when our group went down to the capitol and visited with legislators. She also reported she had looked into prices for the transportation and shirts for the event. Mike Hoffmann updated the group on what is currently going on down at the capitol and would recommend not doing anything in January. Since things change daily, he suggested we wait until we know how our dedicated funding source will be presented then make plans to visit with the legislators. Rich Nichols updated the group concerning his discussions with Marc Miller on the dedicated funding source.

Planning

In the absence of John Beckhart, Stacy Stremsterfer reported on the Annual Meeting and Awards Taskforce meeting that was held last week. Summer Conference will be held July 26th - 28th at the Hilton in Springfield with the theme of "Teamwork to Achieve Success". Training ideas for directors and employees have been requested from SWCDs which will be held on the first day.

Urban Community & Conservation

Don Lloyd reported nothing new that is currently being worked on concerning the possible NACD tour. Jim Nelson reported he met with NRCS and IL EPA to work on conservation videos with topics to include urban, no-till, forest management, streambank stabilization, grazing and one overview video covering water quality. Currently, there is no funding for this project and NRCS is working to secure money to cover this project. Stacy Stremsterfer brought forward an idea she had concerning mini videos that covered many different conservation practices that could be posted on the website to serve as education material. Each video would be no longer than 3 minutes and would show a need to the practice, survey work, construction work, after construction is completed and the conservation practice at work.

Area Vice President Reports

Area I - Jerry Snodgrass

Did not attend meetings due to the fall weather and cancellation of meetings.

Area II - Darrell Roegge

Nothing to report.

Area III - Eric Suits

Nothing to report.

Area IV - Norbert Rider

Noted everyone is hoping for funding to come through.

Old Business

Dues/Funding Issues

Jim Todd reported the AISWCD needs to determine when dues statements should be sent out. Discussion was held. **Motion by Phil Fossler and seconded by Jerry Snodgrass to send the first dues statement for first two quarters payable 30 days after SWCDs have received their operations money, MCVV.** Jim Todd voiced concern about those SWCDs who have not finished paying their FY 2009 dues. Discussion held. **Motion by Phil Fossler and seconded by Butch Rider to contact the CREP county who has not paid their dues and state AISWCD will be withholding their CREP reimbursement due to their county not being in good standing, MCVV.**

Quarterly Board Meetings Format

Jim Todd reported this topic was covered under the Finance Management FAC.

FY 2010 Budget

Jim Todd reported this topic had also been discussed under the Finance Management FAC.

Sponsorship Brochure

Stacy Stremsterfer covered the information under the Communications FAC, but reminded everyone to pick up their county's brochures.

AFLAC Insurance for Directors

Rich Nichols stated he had not received information back from the AFLAC representatives; therefore, there is nothing to report.

AISWCD Plan of Work

Rich Nichols stated information needs to come from each of the FAC back to the AISWCD. This topic will be discussed further at tomorrow's board meeting.

AISWCD Adjoining Property Investigation

Rich Nichols stated the two mobile homes have been abandoned since the September Quarterly Board Meeting and the property has been cleaned up. He has not been able to get the information of who owns the property. The farming property was bought by the Airport Authority a year ago and he needs to find a time to contact them about getting a future meeting date set to discuss the opportunity of allowing AISWCD to take over management responsibility. However the houses, CRP acres and timber on the property still belong to the trust.

NRCS Contribution Agreement for CSP Program

Rich Nichols stated there was nothing to report. Bill Gradle stated during his Winter Training comments there would be contribution agreements however what would be covered is unknown at this time. Sheila Lane brought up concern over the \$3,126 for additional computer support in the SWCDs offices. Rich Nichols stated he had spoke with Bill Gradle on the issue. Jerry Snodgrass reported within the North Central Region, Illinois is the only state who still has two computers per office. All of the other states have gone to one computer several years ago. Sheila Lane asked if there was a possibility AISWCD could work out an agreement to get a discount for software/hardware through the companies. Discussion held. **Motion by Terry Davis and seconded by Aaron Ferguson to give this topic to the Communications FAC to follow up on ways to help reduce the costs for SWCDs, MCVV.**

IL EPA/ NACD Award

Rich Nichols reported the award application was filled out and sent; however, IL EPA was not selected.

New Business

Mid Exec Meeting Date

Jim Todd asked if the committee wanted to continue holding Mid Executive Meetings. Discussion was held and it was determined the mid executive meetings will be held on an as needed basis.

Staff Reviews

Rich Nichols stated they have been completed for everyone. Jim Todd reported he and Aaron Ferguson had held an informal review of Rich Nichols.

Audit/Audit Bids

Sherry Finn reported she sent audit bid requests to seven firms and received four bids back with one of them having a range of \$1,500; one firm did not meet the deadline date. Each firm met with her before they submitted their bid and asked questions about the AISWCD. Copies of the two firms audit bids were handed out to the committee to review.

Date for upcoming FY budget approval

Discussion was held concerning when the upcoming FY budget should be approved. The AISWCD changed their fiscal year several years ago but did not change when the budget was approved. In the past, the budget had been approved by voting members at the annual meeting in July. This required the budget be developed when AISWCD was only three months into the year, making it very difficult to develop an accurate budget. Discussion held with decision being assigned to the Financial Management FAC.

NACD Annual Meeting Auction Item

Financial Management FAC will make recommendation to present to the board tomorrow.

NACD Presidents Meeting Auction Item

Financial Management FAC will make recommendation to present to the board tomorrow.

Legislative Roster Ad

Discussion was held on whether to have the ad due to all the budget cuts we were making. Question was asked of Mike Hoffmann and he stated if we have to cut items, this could be one of them. **Motion by Terry Davis and seconded by Darrell Roegge to assign this topic to the Financial Management FAC, MCVV.**

Freedom of Information & Open Meetings Act

Rich Nichols reported he attended one of the seminars that was held last week and noted there are significant changes to the Freedom of Information Act (FOIA). Every SWCD will have to appoint an FOIA officer (can be staff person) who will be required to successfully complete training and testing. SWCDs will not be able to refuse a request without first contacting the Attorney General's office which requires a report to be filed due to all of the changes taking place. As time goes on, a list will be put together of what can be refused without having to file the request. The law was changed to assume everything SWCDs (or any governmental body) do is public information. Request must be fulfilled within five days with fines ranging from \$1,200 to \$2,500 per day per offense. FOIA request can now be requested by e-mail. These are only a few of the changes that will take effect starting January 1. At this time, IDOA is working on getting representatives from the Attorney General's office to speak at the Spring Workshops they will hold this spring.

Approval of Minutes

Sherry Finn needs to be added to the present column at September QB meeting minutes. **Motion by Terry Davis and seconded by Phil Fossler to approve all minutes with correction, MCVV.**

Motion to adjourn by Darrell Roegge and seconded by Butch Rider, MCVV.

Submitted by Stacy Stremsterfer



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Communication Focus Area Committee Agenda

Eric Suits, Chairman

June 7, 2010 @ 1:00 to 3:00 p.m.

Crystal Room - Northfield Inn & Suites, Springfield, Illinois

1. Call to order
2. Roll Call
3. Approve agenda
4. Approve December '09 FAC Meeting minutes
5. Old Business
6. New Business
 - a. Marketing Taskforce Update
 - b. Sponsorship Update
7. Adjournment

**AISWCD Communication Focus Committee
Monday, December 7, 2009
Northfield Inn Conference Center, Springfield**

Members Present:

Eric Suits
Van Bitner
Amy Ishmael
Norbert Rider
Phyllis Mace
Stacy Stremsterfer
Sheila Lane
Debbie Holsapple
Don Beisiegel
Steve Higgins
Jim Nelson
Daniel Doedtman

The meeting was called to order by Chairman, Eric Suits at 1:05 P.m.

Approval of the Agenda:

Eric called for approval of the agenda. Daniel Doedtman made a motion to accept the agenda and Butch Rider second. With the following addition to the agenda added under New Business: C. Computers, D. 2010 Plan of Work, and E. NRCS Video. Motion carried.

Roll Call:

The roll call sheet was passed around to those whom were present.

Approval of Minutes:

Chairman Eric asked if there were any additions or corrections to the September minutes. Don Beisiegel made a motion to accept the minutes as submitted, second by Butch Rider. Motion carried.

Old Business:

Stacy Stremsterfer stated that the brochures were ready for pick up at Winter Training. The prices of the brochure are \$10.00 a bundle for 50. The charge of \$10.00 is to off set the price of color printing. Half of the money will be used for the task force marketing. We discussed what incentive we could come up with to make it worth the while of the district to want to give them out. The committee came up with the first district to get 25 back into the AISWCD office receive a gift.

Debbie Holsapple suggested that we should put it in the Catchall. Debbie also suggested that we send them to the legislators.

Butch Rider made a motion that the first district to get twenty five members to join should receive a gift basket up to a \$100.00. Dan Doedtman seconds the motion. Motion Passed.

Debbie Holsapple wanted to know how new members would benefit from becoming a member? Debbie suggested that we add an e-mail address so that members can go to the website.

The committee talked about how we can get people to come back after the first year to renew their sponsorship. Question was asked where the membership cards are going to come from. Eric stated that the membership cards would come from the AISWCD.

New Business:

Sheila Lane brought up to the committee about NRCS charging the districts for the use of the computers. It was suggest that maybe we could poll other states and see how those are handling it. What about the software that we have on our systems. How can we get a group rate and how do we know that if we pay this year that the rate will not go up next year. What will they charge us for next? What steps do we need to take to go off line? At this time we are under the understanding that we have to have a decision made by January 6, 2010.

Steve Higgins from NRCS stated that he would look into this for us. What is going to be removed from the computers? How can we share one computer?

Debbie's concern is about security on the compute. What about the fire walls?

The group talked about possible alterative for getting help or getting funding to help pay for the computers for each district. We need more information for the next meeting. Possibly look at NACD for some answers or some kind of support.

The group discussed the video that Jody Hawkins and Angela Kazakevicius put together and how we can best market the use of it to get out to our legislator. We need to reach as many as we can.

Chairman Eric called for adjournment: Don Beisiegel made a motion to adjourn, second by Daniel Doedtman. Motion carried: Adjourn at 3:00

Minutes submitted by: Phyllis Mace



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Education Focus Area Committee Agenda

Jerry Snodgrass, Chairman

June 7, 2010 @ 1:00 to 3:00 p.m.
Diamond Room - Northfield Inn & Suites, Springfield, Illinois

1. Call to Order
2. Approve Agenda
3. Roll Call
4. Approve December '09 FAC Meeting minutes
5. IDNR Report
6. IDOA Report
7. NRCS Report
8. Director Training Taskforce Update
9. Envirothon Taskforce Update
10. Old Business
 - a. Soil and Water Outreach Campaign Update
 - b. Plan of Work Update
 1. No Child Left Inside
 2. Environmental Literacy Initiative
11. New Business
 - a. Judge Teacher of the Year
 - b. Judge McKibben Scholarship
 - c. Natural Area Guardian Update
12. Adjournment

**Association of Illinois Soil and Water Conservation Districts
Education Focus Committees
Monday, December 14, 2009
Northfield Inn Conference Center – Springfield, IL**

Members Present

Don Beisiegel

Tom Beyers
Terry Bogner
Joe Bybee
Sue Davis

Valerie Keener
Tim Keller
Marty McManus

Debbie Ruff

Jerry Snodgrass
Stacy Stremsterfer
James Todd

Members Absent

Jody Bell

Dave Dornbusch

Jim Nelson

Duane Snow

The meeting was called to order by Chairman Jerry Snodgrass. Introductions were made and the roll call sheet was passed around.

Additions to Agenda - Plan of work for 2010 was added under new business. **Motion by Terry Bogner and seconded by Tim Keller to approve the amended agenda, MCVV.**

Chairman Snodgrass called for any additions or corrections to the September Education minutes. **Motion by Tim Keller to approve September's minutes as presented and seconded by Terry Bogner, MCVV.**

Reports

IDNR - Valerie Keener reported the Conservation Congress was held with good attendance and a final report will be posted on IDNR's webpage soon. Environmental literacy plan was discussed as part of the Conservation Congress and was deemed the #1 priority of the focus group. She also asked AISWCD to support the "No Child Left Inside" initiative as if this passes, there could be dollars for Envirothon, youth programs of AISWCD and local programs of IL SWCDs. Earth Day at the Parks, Biodiversity Field Trip Grants, grants for rain gardens and the Duck Stamp contest are all activities IDNR has planned for the upcoming year.

IDOA – Marty McManus reported regional director training will be held in March with location still to be determined. Current topics for the agenda include FOIA, locally-led process and breakout sessions for staff and directors. New director training will also be scheduled in March once elections have occurred. This year instead of holding multiple tillage seminars, one seminar will be held.

Director Training – Jerry Snodgrass reported training modules have been sent out to be reviewed by the taskforce. Once modules are complete they will be made available on-line. Stacy Stremsterfer explained in further detail the process to the training and hopes to have program ready to roll out at Summer Conference.

Envirothon – Stacy Stremsterfer reported that all four main category presenters are confirmed and IEPA is currently working on updating the 5th category study guide she prepared and sent. IEPA has also

agreed to being the presenter at the Illinois Envirothon for the 5th category and helping with the oral presentation scenario. She also noted she has applied for a \$10,000 grant with IEPA.

Old Business

Teacher of the Year – AISWCD did receive final notification that the Illinois Audubon Society will sponsor the award this year.

McKibben Scholarship – The scholarship will not be offered this year as there are not enough funds in the account for the \$500 scholarship. Discussion was held on possible solutions to the problem. The group wanted to see background information on the scholarship located on the website and the application.

Soil & Water Outreach Campaign - This campaign started in LUC 16. The Marketing Taskforce has met with representatives from LUC 16. The taskforce will be taking the lead with the project and information will be coming out to local SWCDs for their input soon.

Natural Area Guardian Update - Tim Keller reported there are currently 8 groups in the state with Rock Island being the newest. Prairie seed collection has been a big project for the groups. Summer tours are also being planned and winter forums can also be arranged.

New Business

Plan of Work of was discussed on the following activities.

Envirothon - maintain funding & continue hosting a quality event.

Director Training - get it up and going

Teacher of the Year - continued sponsorship and look to see if it needs revamped.

McKibben Scholarship- get increased funding

Soil & Water Outreach Campaign - get it going

NAG's - provide education and outreach

No Child Left Inside - support initiative

Environmental Literacy Initiative - be involved and proactive

Motion by Don Beisiegel and seconded by Terry Bogner to approve FY 2010 Plan of Work for the Education FAC, MCVV.

Meeting adjourned at 2:20 p.m.

Submitted by: Debbie Ruff and Stacy Stremsterfer.



association of illinois

**SOIL &
WATER**

conservation districts

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Financial Mgmt Focus Area Committee Agenda

Phil Fossler, Chairman

June 7, 2010 @ 3:00 to 5:00 p.m.
Crystal Room - Northfield Inn & Suites, Springfield, Illinois

1. Call to Order
2. Approve Agenda
3. Roll Call
4. Approval of Minutes from December '09 FAC Meeting
5. Review Financials
6. SWCD Insurance Account Update: Debbie Holsapple
7. Old Business
 - a. SWCD Dues Update/Collection
8. New Business
 - a. Approval for New Revenue/Expense Accounts Line Items for Insurance Refund & Payroll
 - b. FY 2009 Audit Summary/Approval
9. Adjournment

AISWCD Financial Management Focus Area Committee Minutes
December 14, 2009

Directors Present:

Phil Fossler, Chairman
David McCormick
Emery Oesch
Jerry Snodgrass
Eric Suits
Jim Todd
Tim Keller
Kenny Vosholler
Tom Beyers

Advisors Present:

Cindy Moon, DE
Debbie Holsapple, DE
Stacy Stremsterfer, AISWCD
Sherry Finn, AISWCD
Sheila Lane, DE
Steve Mozley, NRCS
Rich Nichols, IDOA

The Financial management Focus Area Committee Meeting was called to order at 3:02 pm on Monday, December 14, 2009, by Chairman and AISWCD Treasurer, Phil Fossler.

The agenda was reviewed.

Motion: It was moved by Darrell Roegge, seconded by Tom Byers, and passed to approve the agenda for the Financial Management Focus Area Committee. Motion carried.

Minutes of the September meeting were reviewed. Emery noted there was an error in the minutes that stated he was present at the meeting. He was not.

Motion: It was moved by Tom Byers, seconded by Kenny Vosholler, and passed to approve the September 2009 Task Force meeting minutes with correction. Motion carried.

Financials

Financial reports for November were reviewed by the committee. Sherry reported that Ninety-one districts had paid their dues in full, one district had not paid the fourth quarter, and six districts had not paid the third & fourth quarters. A third notice has been sent out, and thirty days has passed, so the AISWCD has assumed these districts would not pay. There was a response from one county saying they would not be paying their 4th quarter dues. that one district will not get their Crep Assistant reimbursement for October, November, and December 2009.

Motion: It was moved by Eric Suits, seconded by Jerry Snodgrass and passed to approve the financials for November.

Insurance

Debbie Holsapple reported their was \$49,131.36 balance in the bank. A contract for fiscal year 2010 has not been signed by IDOA yet. Debbie has been told it is in the hands of the IDOA legal department. The turnover since June was reported. Thirteen employees have left, eight have reduced hours, and four employees have been hired. Debbie also reported the insurance account is not being audited through IDOA anymore. It is being audited by someone independently at a reduced cost.

Old Business

Dues Collection

Jerry Snodgrass ask if it would help to let the Area Vice-Presidents know what districts had not paid their fy2009 dues, so they could contact the districts. The committee ask Sherry to do this. Sherry explained again that one county is a CREP county (see above, under financials). There was concern expressed about those counties who didn't pay partial fy2009 dues, the fact they will start with a clean slate in January 2010 without any penalty. The committee ask if these counties had been able to participate in the Envirothon and voting eligibility at Summer Conference. The answer was not clear on whether they

had participated in the Envirothon or not, but if they had paid all dues that had been billed at the time, they had been eligible. First and second quarter invoices will be sent out in the near future.

FY2010 Budget

The 2010 budget was discussed. Items to slash in the budget included: Quarterly Board Meeting. The AISWCD felt that a September board meeting was not needed unless there were pertinent items for discussion. Tentative plans for board meetings would be a June face to face meeting, December face to face and March teleconference. Also, one of the face to face meetings might possibly be a one day meeting instead of two.

Phil Fossler explained to the committee there had been a suggestion by the Executive Committee that Stacy, Rich, and Sherry work four days a week. Jim Nelson has to work five because he works under a grant. Mike Hoffman has offered to take a 20% cut also. Stacy's time can not be cut while she is on maternity leave, since that would be unlawful.

Motion: A motion was made by Kenny Vosholler, seconded by Tom Byers, and approved the committee recommend to the full board that the three staff members named above move to a four day work week and that Mike Hoffman take a 20% cut. Motion carried.

New Business

Audit

The lowest bid for an AISWCD audit was for a modified cash audit (for 3 years) with Estes, Bridgewater, and Ogden for \$4200.

Motion: A motion was made by Jerry Snodgrass, seconded by Emery Oesch and passed to accept the bid for the audit from the above firm.

Other

Jim Todd will look for a donation for the NACD Auction item.

The board recommended the Past Presidents come up with their own auction item.

Eric Suits talked briefly about bringing in memberships, and that we should think of this as an opportunity.

Employees were asked to leave the committee meeting to discuss a personnel matter.

Meeting adjourned at 4:50 pm.

Minutes taken and recorded by:

Cindy Moon

CHART OF ACCOUNTS	FY 2010 AISWCD BUDGET		BUDGET			
	RESERVES FROM PRIOR YEAR: \$68,074.91					
	INCOME			Dec QB Updates		
4000	DUES					
4001	MEMBERSHIP DUES	(all 98 Districts)	174,810.44			
4100	GRANT REVENUE					
4102	IUM COORDINATOR GRANT		115,000.00			
4108	GRANT REVENUE-OTHER (CREP)		80,300.00			
4200	ANNUAL MEETING REVENUE					
4201	ANNUAL MEETING REGISTRATION		40,000.00			
4202	ANNUAL MEETING AUCTION		3,000.00			
4300	ENVIROTHON REVENUE					
4301	TEAM REGISTRATION FEES		2,400.00			
4302	CANON GRANTS		1,250.00			
4303	VOLUNTEER/PRESENTER MEALS		100.00			
4304	SPONSORSHIPS/GRANTS		10,000.00			
4400	OTHER REVENUE					
4401	GREENBOOK/URBAN MANUAL REVENUE		150.00			
4402	MISCELLANEOUS REVENUE		500.00			
4403	EARTH STEWARDSHIP DAY REVENUE-(pass through)		1,000.00			
4405	ICCI REVENUE		10,000.00			
4406	IFA REVENUE		2,500.00			
4410	FOUNDATION INTEREST INCOME		660.00			
4500	INTEREST INCOME					
4501	ENVIROTHON INTEREST		345.00			
4502	GRANTS INTEREST		150.00			
4503	INTEREST INCOME-OTHER (GENERAL FUND)		1,800.00			
4504	BUILDING INTERST		35.00			
	TOTAL BUDGETED REVENUE		444,000.44			
CHART OF ACCOUNTS			BUDGET			
	EXPENSES					
5000	PAYROLL			20% from Rich, Stacy & Sherry		
5001	SALARIES (GROSS)		174,420.92			
5002	FICA/MEDICARE EXPENSE		13,000.00			
5003	FUTA EXPENSE		225.00			
5004	SUTA EXPENSE		300.00			
	BONUS EXPENSE			1000		
5100	EMPLOYEE HEALTH INS.					
5101	EMPLOYEE HEALTH INSURANCE (Exec. Dir.)	30 of 55	600.00			

5102	EMPLOYEE HEALTH INSURANCE (WATERSHED LIAISON)	4,300.00		
5103	EMPLOYEE HEALTH INSURANCE (EDUCATION COORDINATOR)	4,200.00		
5105	EMPLOYEE HEALTH INSURANCE (ADMIN. ASSISTANT)	4,100.00		
5300	CONTRACTUAL SERVICES			
5301	PUBLIC AFFAIRS COORDINATOR	24,000.00	19,200.00	
5400	PROFESSIONAL SERVICES			
5401	REGULAR AUDIT	6,800.00	4,200.00	
5500	TRAVEL			
5501	EMPLOYEE MILEAGE	750.00		
5502	EMPLOYEE TRAVEL	2,500.00		
5600	ANNUAL MEETING			
5603	ANNUAL CONF-AWARDS	1,500.00		
5604	ANNUAL CONF-MEALS	27,000.00		
5605	ANNUAL CONF-TRAVEL & LODGING	1,600.00		
5606	ANNUAL CONF-AUCTION	1,000.00		
5607	ANNUAL CONF-OTHER	100.00		
5608	ANNUAL CONF-SPEAKER(S)	500.00		
5700	QUARTERLY BOARD MEETINGS			
5701	BOARD MEETINGS-LODGING	10,000.00	5,000.00	
5702	BOARD MEETINGS-MEALS	8,000.00	4,000.00	
5703	BOARD MEETINGS-TRAVEL	12,000.00	6,000.00	
5800	COMMITTEE MEETINGS			
5801	COMMITTEE EXP-OTHER	1,200.00		
5802	COMMITTEE EXP-TRAVEL	1,200.00		
5803	COMMITTEE EXP-MEALS	0.00		
5804	COMMITTEE EXP-LODGING	0.00		
5900	LEGISLATIVE			
5901	LEGISLATIVE-AWARDS	300.00		
5902	LEGISLATIVE-TRAVEL	100.00		
5904	LEGISLATIVE DAY	6,000.00	0 Eliminated for 2010	
CHART OF ACCOUNTS		BUDGET		
6000	PRESIDENT EXPENSE			
6001	AISWCD PRESIDENT EXPENSE	1,000.00		
6100	ENVIROTHON EXPENSE			
6101	WORKSHOPS/CONFERENCE	200.00		
6102	NATIONAL EXPENSES	5,500.00		
6103	CEC WINTER MEETING-(Stacy on Maternity)	0.00		
6104	PUBLIC RELATIONS/PROMOTIONS	200.00		
6105	STATE ENVIROTHON COMPETITION	7,000.00		

6200	OFFICE NEEDS			
6201	OFFICE SUPPLIES	3,000.00		
6202	EQUIPMENT	1,000.00		
6203	PRINTING	500.00		
6204	COPIER LEASE	5,600.00		
6205	POSTAGE/DELIVERY	4,200.00		
6300	BUILDING EXPENSES			
6303	SNOW REMOVAL/LAWN CARE	2,000.00		
6304	WATER FILTER/SOFTENER SUPPLIES	200.00		
6305	ELECTRIC	1,700.00		
6306	PROPANE	1,800.00		
6307	MAINTENANCE ACCOUNT	2,400.00	0	Eliminated for 2010
6310	SECURITY SYSTEM	500.00		
6311	GARBAGE	300.00		
6313	TELEPHONE	2,400.00		
6400	MEMBERSHIPS/REGISTRATIONS			
3401	MEMBERSHIPS/REGISTRATIONS	750.00		
6500	GRANTS EXPENSE			
6502	CREP	73,000.00		
6503	IUM ENGINEERING CONTRACT	50,000.00		
6600	VEHICLE			
6601/6605	VEHICLE LOAN-Principle & Interest	4,085.76		
6602	VEHICLE MAINTENANCE	500.00		
6603	VEHICLE-INSURANCE	1,100.00		
6604	VEHICLE-STICKERS & FEES	100.00		
6700	INTERNET/WEBSITE			
6701	WEBSITE MAINTENANCE	300.00		
6702	INTERNET SERVICE	960.00		
6800	NACD EXPENSES			
6801	NACD MEETINGS & ACTIVITIES	10,000.00	5,000.00	
6900	OTHER EXPENSES			
6901	BANK CHARGES	0.00		
6902	MISCELLANEOUS EXPENSE	2,500.00		
6903	ANNUAL REPORT FILING FEES	1,100.00		
6905	EARTH STEWARDSHIP DAY EXPENSES (pass through)	1,000.00		
6907	ICCI EXPENSES	8,000.00		
6908	IFA EXPENSES	500.00		
	TOTAL BUDGETED EXPENSES	499,091.68	443,791.68	
	BUDGETED NET INCOME	-55,091.24	208.76	

Association of IL Soil and Water Conservation Districts AISWCD Profit & Loss Budget Performance

April 2010

	Apr 10	Budget	Jan - Apr 10	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
4000 · DUES					
4001 · MEMBERSHIP DUES	1,783.78	14,567.53	19,833.17	58,270.12	174,810.44
Total 4000 · DUES	1,783.78	14,567.53	19,833.17	58,270.12	174,810.44
4100 · GRANT REVENUE					
4108 · GRANT REVENUE-OTHER (CREP)	31,132.63	6,691.66	55,732.99	26,766.64	80,300.00
4109 · IUM Coordinator Grant 3190801	0.00	9,583.33	13,599.70	38,333.32	115,000.00
Total 4100 · GRANT REVENUE	31,132.63	16,274.99	69,662.69	65,099.96	195,300.00
4200 · ANNUAL MEETING REVENUE					
4201 · ANNUAL MEETING REGISTRATION	0.00	3,333.33	0.00	13,333.32	40,000.00
4202 · ANNUAL MEETING AUCTION	0.00	250.00	0.00	1,000.00	3,000.00
Total 4200 · ANNUAL MEETING REVENUE	0.00	3,583.33	0.00	14,333.32	43,000.00
4300 · ENVIROTHON REVENUE					
4301 · TEAM REGISTRATION FEES	2,400.00		2,400.00		2,400.00
4302 · CANON GRANTS	0.00		0.00		1,250.00
4303 · VOLUNTEER/PRESENTER MEALS	57.45		57.45		100.00
4304 · SPONSORSHIPS	200.00	833.33	2,875.00	3,333.32	10,000.00
Total 4300 · ENVIROTHON REVENUE	2,657.45	833.33	5,332.45	3,333.32	13,750.00
4400 · Miscellaneous REVENUE					
4401 · GREENBOOK/URBAN MANUAL REVENUE	0.00	12.50	0.00	50.00	150.00
4402 · MISCELLANEOUS REVENUE	0.00	41.66	13,599.70	166.64	500.00
4403 · Earth Stewardship Day Revenue	1,900.00	83.33	2,500.00	333.32	1,000.00
4405 · ICCI REVENUE	0.00	833.33	0.00	3,333.32	10,000.00
4406 · IFA REVENUE	0.00	208.33	0.00	833.32	2,500.00
Total 4400 · Miscellaneous REVENUE	1,910.00	1,179.15	98,776.16	4,716.60	14,150.00
4500 · INTEREST INCOME					
4501 · ENVIROTHON INTEREST	0.00	28.75	113.11	115.00	345.00
4502 · GRANTS INTEREST	0.00	12.50	19.71	50.00	150.00
4503 · GENERAL FUND INTEREST	0.00	150.00	629.91	600.00	1,800.00
4504 · BUILDING INTEREST	0.00	2.92	10.79	11.68	35.00
4500 · INTEREST INCOME - Other	0.00	55.00	0.00	220.00	660.00
Total 4500 · INTEREST INCOME	668.37	249.17	3,486.83	996.68	2,990.00
Total Income	38,152.23	36,687.50	197,091.30	146,750.00	444,000.44
Expense					
5000 · PAYROLL					
5001 · SALARIES	12,780.43	11,628.06	50,755.51	46,512.24	139,536.74
5002 · FICA/MEDICARE	977.70	866.66	3,882.80	3,466.64	10,400.00
5003 · FUTA EXPENSE	9.61	15.00	224.00	60.00	180.00
5004 · SUTA EXPENSE	35.18	20.00	263.03	80.00	240.00
Total 5000 · PAYROLL	13,802.92	12,529.72	55,125.34	50,118.88	150,356.74
5100 · EMPLOYEE HEALTH INS.					
5106 · EMPLOYEE HEALTH INS (Adm Asst)	309.98	341.66	1,679.72	1,366.64	4,100.00
5101 · EMPLOYEE HEALTH INS.(ExecDir)	0.00	50.00	223.32	200.00	600.00
5102 · EMPLOYEE HEALTH INS. (WaterLiaiso)	309.98	358.33	1,767.94	1,433.32	4,300.00
5103 · EMPLOYEE HEALTH INS. (Educ Coord)	309.98	350.00	1,769.50	1,400.00	4,200.00
Total 5100 · EMPLOYEE HEALTH INS.	929.94	1,099.99	5,486.08	4,399.96	13,200.00
5300 · CONTRACTUAL SERVICES					
5301 · Public Affairs Coordinator	1,600.00	1,600.00	6,400.00	6,400.00	19,200.00
Total 5300 · CONTRACTUAL SERVICES	1,600.00	1,600.00	6,400.00	6,400.00	19,200.00
5400 · PROFESSIONAL SERVICES					
5401 · REGULAR AUDIT	0.00	350.00	0.00	1,400.00	4,200.00
Total 5400 · PROFESSIONAL SERVICES	0.00	350.00	75.00	1,400.00	4,200.00
5500 · TRAVEL					
5501 · EMPLOYEE MILEAGE	0.00	62.50	0.00	250.00	750.00
5502 · EMPLOYEE TRAVEL	0.00	208.33	1.50	833.32	2,500.00
Total 5500 · TRAVEL	0.00	270.83	1.50	1,083.32	3,250.00
5600 · ANNUAL MEETING					
5603 · ANNUAL CONF-AWARDS	0.00	125.00	0.00	500.00	1,500.00
5604 · ANNUAL CONF-MEALS	0.00	2,250.00	0.00	9,000.00	27,000.00
5605 · ANNUAL CONF-TRAVEL & LODGING	0.00	133.33	0.00	533.32	1,600.00
5606 · ANNUAL CONF-AUCTION	0.00	83.33	0.00	333.32	1,000.00
5607 · ANNUAL CONF-OTHER	0.00	8.33	0.00	33.32	100.00
5608 · ANNUAL CONF-SPEAKER	0.00	41.66	0.00	166.64	500.00
Total 5600 · ANNUAL MEETING	0.00	2,641.65	0.00	10,566.60	31,700.00
5700 · QUARTERLY BOARD MEETINGS					
5701 · BOARD MEETINGS-LODGING	0.00	416.67	0.00	1,666.68	5,000.00
5702 · BOARD MEETINGS-MEALS	0.00	333.33	0.00	1,333.32	4,000.00
5703 · BOARD MEETINGS-TRAVEL	0.00	500.00	0.00	2,000.00	6,000.00
Total 5700 · QUARTERLY BOARD MEETINGS	313.05	1,250.00	512.21	5,000.00	15,000.00
5800 · COMMITTEE MEETINGS					
5801 · COMMITTEE EXP-OTHER	0.00	100.00	100.18	400.00	1,200.00
5802 · COMMITTEE EXP-TRAVEL	0.00	100.00	0.00	400.00	1,200.00

**Association of IL Soil and Water Conservation Districts
AISWCD Profit & Loss Budget Performance**

April 2010

	Apr 10	Budget	Jan - Apr 10	YTD Budget	Annual Budget
Total 5800 · COMMITTEE MEETINGS	0.00	200.00	100.18	800.00	2,400.00
5900 · LEGISLATIVE					
5901 · LEGISLATIVE-AWARDS	0.00	25.00	0.00	100.00	300.00
5902 · LEGISLATIVE-TRAVEL	0.00	8.33	0.00	33.32	100.00
Total 5900 · LEGISLATIVE	0.00	33.33	0.00	133.32	400.00
6000 · PRESIDENT EXPENSE					
6001 · AISWCD PRESIDENT EXP	0.00	83.33	0.00	333.32	1,000.00
Total 6000 · PRESIDENT EXPENSE	0.00	83.33	0.00	333.32	1,000.00
6100 · ENVIROTHON EXPENSE					
6101 · WORKSHOPS/CONFERENCES	0.00	16.66	0.00	66.64	200.00
6102 · NATIONAL EXPENSES	0.00	458.33	200.00	1,833.32	5,500.00
6104 · PUBLIC RELATIONS/PROMOTIONS	0.00	16.66	0.00	66.64	200.00
6105 · STATE ENVIROTHON COMPETITION	0.00	583.33	0.00	2,333.32	7,000.00
Total 6100 · ENVIROTHON EXPENSE	0.00	1,074.98	200.00	4,299.92	12,900.00
6200 · OFFICE NEEDS					
6201 · OFFICE SUPPLIES	153.41	250.00	938.68	1,000.00	3,000.00
6202 · EQUIPMENT	0.00	83.33	199.80	333.32	1,000.00
6203 · PRINTING	0.00	41.67	0.00	166.68	500.00
6204 · COPIER LEASE	409.00	466.67	1,636.00	1,866.68	5,600.00
6205 · POSTAGE/DELIVERY	1.42	350.00	864.66	1,400.00	4,200.00
Total 6200 · OFFICE NEEDS	563.83	1,191.67	3,639.14	4,766.68	14,300.00
6300 · BUILDING EXPENSES					
6303 · SNOW REMOVAL/LAWN CARE	0.00	166.67	195.00	666.68	2,000.00
6304 · WATER FILTER/SOFTENER SUPPLIES	0.00	16.67	0.00	66.68	200.00
6305 · ELECTRIC	92.99	141.67	384.57	566.68	1,700.00
6306 · PROPANE	110.00	150.00	440.00	600.00	1,800.00
6310 · SECURITY SYSTEM	117.00	41.67	234.00	166.68	500.00
6311 · GARBAGE	112.00	25.00	112.00	100.00	300.00
6313 · TELEPHONE	173.35	200.00	609.47	800.00	2,400.00
Total 6300 · BUILDING EXPENSES	1,283.44	741.68	4,704.53	2,966.72	8,900.00
6400 · MEMBERSHIPS/REGISTRATIONS					
6401 · MEMBERSHIPS/REGISTRATIONS	0.00	62.50	1,010.00	250.00	750.00
Total 6400 · MEMBERSHIPS/REGISTRATIONS	38.00	62.50	1,048.00	250.00	750.00
6500 · GRANTS EXPENSE					
6504 · 3190801-IL Urban Manual Update	0.00	4,166.67	13,648.79	16,666.68	50,000.00
6502 · CREP	28,538.24	6,083.33	51,088.57	24,333.32	73,000.00
Total 6500 · GRANTS EXPENSE	28,538.24	10,250.00	64,737.36	41,000.00	123,000.00
6600 · VEHICLE					
6604 · Sticker-Registration/Title	0.00	8.33	99.00	33.32	100.00
6605 · Interest (Loan)	37.48	340.48	154.63	1,361.92	4,085.76
6602 · VEHICLE MAINTENANCE	0.00	41.67	25.21	166.68	500.00
6603 · INSURANCE-VEHICLE	0.00	91.67	0.00	366.68	1,100.00
Total 6600 · VEHICLE	37.48	482.15	278.84	1,928.60	5,785.76
6700 · INTERNET/WEBSITE					
6701 · WEBSITE MAINTENANCE	95.00	25.00	95.00	100.00	300.00
6702 · INTERNET SERVICE	79.95	80.00	329.49	320.00	960.00
Total 6700 · INTERNET/WEBSITE	174.95	105.00	424.49	420.00	1,260.00
6800 · NACD EXPENSES					
6801 · NACD MEETINGS & ACTIVITIES	0.00	416.67	1,024.77	1,666.68	5,000.00
Total 6800 · NACD EXPENSES	0.00	416.67	1,524.77	1,666.68	5,000.00
6900 · OTHER					
6902 · MISCELLANEOUS EXPENSE	0.00	208.33	147.02	833.32	2,500.00
6903 · ANNUAL REPORT FILLING FEES	0.00	91.67	0.00	366.68	1,100.00
6905 · Earth Stewardship Day Expenses	0.00	83.33	0.00	333.32	1,000.00
6907 · ICCI EXPENSES	0.00	666.67	0.00	2,666.68	8,000.00
6908 · IFA EXPENSES	8.51	41.67	36.85	166.68	500.00
Total 6900 · OTHER	34.69	1,091.67	497.55	4,366.68	13,100.00
Total Expense	56,565.58	35,475.17	210,990.68	141,900.68	425,702.50
Net Ordinary Income	-18,413.35	1,212.33	-13,899.38	4,849.32	18,297.94
Net Income	-18,413.35	1,212.33	-13,899.38	4,849.32	18,297.94

Association of IL Soil and Water Conservation Districts
AISWCD Balance Sheet
 As of April 30, 2010

	Apr 30, 10
ASSETS	
Current Assets	
Checking/Savings	
1 · CASH-BOS GENERAL FUND	133,386.01
2 · CASH- BOS ENVIROTHON	34,847.01
3 · CASH-BOS GRANTS	5,032.53
4 · CASH-WSB BUILDING	10,828.60
5 FUNDS HELD BY FCS	110,155.58
Total Checking/Savings	294,249.73
Total Current Assets	294,249.73
Fixed Assets	
1401 · FIXED ASSETS	
1550 · ACCUMULATED DEPRECIATION	-29,064.42
1500 · FURNITURE, FIXTURES & EQUIP	27,539.15
1450 · BUILDING	273,416.19
1475 · Vehicles	12,257.28
Total 1401 · FIXED ASSETS	284,148.20
Total Fixed Assets	284,148.20
TOTAL ASSETS	578,397.93
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · ACCOUNTS PAYABLE	-3,648.43
Total Accounts Payable	-3,648.43
Other Current Liabilities	
2100 · Payroll Liabilities	
2110 · STATE W/HOLDING PAYABLE	-71.59
2115 · FUTA PAYABLE	224.00
2120 · SUTA PAYABLE	35.18
2125 · VOLUNTARY LIFE INSURANCE	54.16
2100 · Payroll Liabilities - Other	168.00
Total 2100 · Payroll Liabilities	409.75
Total Other Current Liabilities	409.75
Total Current Liabilities	-3,238.68
Long Term Liabilities	
2550 · N/P-National Bank of Petersburg	8,706.15
2600- BOND PAYABLE TO FCS	110,140.35
Total Long Term Liabilities	118,846.50
Total Liabilities	115,607.82
Equity	
3200 · RETAINED EARNINGS - PRIOR	142,907.23
3900 · Retained Earnings	333,782.26
Net Income	-13,899.38
Total Equity	462,790.11
TOTAL LIABILITIES & EQUITY	578,397.93

Association of IL Soil and Water Cons. Dist. Foundation
AISWCD Foundation Balance Sheet
As of April 30, 2010

	<u>Apr 30, 10</u>
ASSETS	
Current Assets	
Checking/Savings	
1020 · CHECKING-BOS FOUNDATION	10,874.46
1022 · CASH-BANK OF SPFLD SAVINGS	1,952.14
1024 · CDs FOUND. RESTRICTED-McKibben	20,239.02
1026 · FOUND. ENDOWMENT BOS-Building	3,592.64
Total Checking/Savings	<u>36,658.26</u>
Total Current Assets	<u>36,658.26</u>
TOTAL ASSETS	<u>36,658.26</u>
LIABILITIES & EQUITY	
Equity	
3210 · TEMP RESTRICTED NET ASSETS	4,925.19
3220 · NET ASSETS RESTRICTED	25,545.74
3900 · Retained Earnings	5,965.94
Net Income	221.39
Total Equity	<u>36,658.26</u>
TOTAL LIABILITIES & EQUITY	<u>36,658.26</u>

**Association of IL Soil and Water Conservation Districts
AISWCD Profit & Loss Detail**

April 2010

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Ordinary Income/Expense									
Income									
4000 · DUES									
4001 · MEMBERSHIP DUES									
Deposit	4/15/2010	1208	Edgar County SW...	FY '10 Partia...	SWCD ...		1 · CASH-BO...	891.89	891.89
Deposit	4/26/2010	3883	DeKalb County S...	FY '10 Partia...	SWCD ...		1 · CASH-BO...	891.89	1,783.78
Total 4001 · MEMBERSHIP DUES								1,783.78	1,783.78
Total 4000 · DUES								1,783.78	1,783.78
4100 · GRANT REVENUE									
4108 · GRANT REVENUE-OTHER (CREP)									
Deposit	4/15/2010	AH69...	Daniel W. Hynes	CREP-Invoic...	3190703...		3 · CASH-BO...	28,538.24	28,538.24
Deposit	4/15/2010	1960	AISWCD Grants A...	3190703-22...	3190703...		1 · CASH-BO...	2,594.39	31,132.63
Total 4108 · GRANT REVENUE-OTHER (CREP)								31,132.63	31,132.63
Total 4100 · GRANT REVENUE								31,132.63	31,132.63
4300 · ENVIROTHON REVENUE									
4301 · TEAM REGISTRATION FEES									
Deposit	4/15/2010	0353	Council 2 Stark Co...	LUC 2 - 201...	Enviroth...		2 · CASH- B...	150.00	150.00
Deposit	4/15/2010	7189	Cass County SWCD	LUC 8 - 201...	Enviroth...		2 · CASH- B...	150.00	300.00
Deposit	4/15/2010	1600	Okaw Valley Cons...	LUC 10 - 20...	Enviroth...		2 · CASH- B...	150.00	450.00
Deposit	4/20/2010	5196	Clay County SWCD	LUC 13 Tea...	Enviroth...		2 · CASH- B...	150.00	600.00
Deposit	4/20/2010	2250	Christian County S...	LUC 9 Team...	Enviroth...		2 · CASH- B...	150.00	750.00
Deposit	4/20/2010	1073	Warren County S...	LUC 4 Team...	Enviroth...		2 · CASH- B...	150.00	900.00
Deposit	4/26/2010	1098	Land Use Council ...	LUC #1 Tea...	Enviroth...		2 · CASH- B...	150.00	1,050.00
Deposit	4/26/2010	3536	University of Illinoi...	LUC #12 Te...	Enviroth...		2 · CASH- B...	150.00	1,200.00
Deposit	4/26/2010	9635	Iroquois County S...	LUC #3 Tea...	Enviroth...		2 · CASH- B...	150.00	1,350.00
Deposit	4/26/2010	6546	Mason County SW...	LUC #5 Tea...	Enviroth...		2 · CASH- B...	150.00	1,500.00
Deposit	4/26/2010	9488	Vermilion County ...	LUC #7 Tea...	Enviroth...		2 · CASH- B...	150.00	1,650.00
Deposit	4/26/2010	5461	White County SW...	LUC #14 Te...	Enviroth...		2 · CASH- B...	150.00	1,800.00
Deposit	4/26/2010	7185	Moultrie County S...	LUC #6 Tea...	Enviroth...		2 · CASH- B...	150.00	1,950.00
Deposit	4/26/2010	1065	Wabash Valley S...	LUC #11 Te...	Enviroth...		2 · CASH- B...	150.00	2,100.00
Deposit	4/26/2010	7241	Jackson County S...	LUC #15 Te...	Enviroth...		2 · CASH- B...	150.00	2,250.00
Deposit	4/26/2010	1080	Boone County SW...	LUC #16 Te...	Enviroth...		2 · CASH- B...	150.00	2,400.00
Total 4301 · TEAM REGISTRATION FEES								2,400.00	2,400.00
4303 · VOLUNTEER/PRESENTER MEALS									
Deposit	4/26/2010	1263	Marshall-Putnam ...	Joyce Scholl...	Enviroth...		2 · CASH- B...	7.00	7.00
Deposit	4/26/2010	5404	Ford County SWCD	Joan Esarey...	Enviroth...		2 · CASH- B...	10.95	17.95
Deposit	4/26/2010	Cash	Cass County SWCD	Glenda Cox ...	Enviroth...		2 · CASH- B...	5.25	23.20
Deposit	4/27/2010	5412	Monroe County S...	Courtney Ro...	Enviroth...		2 · CASH- B...	7.00	30.20
Deposit	4/27/2010	5572	Calhoun County S...	Jane Brange...	Enviroth...		2 · CASH- B...	12.25	42.45
Deposit	4/30/2010	1178	Samantha Childer...	Samantha C...	Enviroth...		2 · CASH- B...	4.50	46.95
Deposit	4/30/2010	1154	Donna Roads	Donna Road...	Enviroth...		2 · CASH- B...	5.25	52.20
Deposit	4/30/2010	No #	Jamie Wheeler	Jamie Whee...	Enviroth...		2 · CASH- B...	5.25	57.45
Total 4303 · VOLUNTEER/PRESENTER MEALS								57.45	57.45
4304 · SPONSORSHIPS									
Deposit	4/15/2010	1071	Warren County S...	FY 2010 Sp...	Enviroth...		2 · CASH- B...	200.00	200.00
Total 4304 · SPONSORSHIPS								200.00	200.00
Total 4300 · ENVIROTHON REVENUE								2,657.45	2,657.45
4400 · Miscellaneous REVENUE									
4410 · Sponsorship Fees									
4410-01 · Sponsorship Brochure Printing									
Deposit	4/27/2010	1107	Canania, Tonya	Printing Fee	AISWC...		1 · CASH-BO...	10.00	10.00
Total 4410-01 · Sponsorship Brochure Printing								10.00	10.00
Total 4410 · Sponsorship Fees								10.00	10.00
4403 · Earth Stewardship Day Revenue									
Deposit	4/26/2010	AH72...	Daniel W. Hynes	FY 2010 IEP...	Other:E...		1 · CASH-BO...	1,900.00	1,900.00
Total 4403 · Earth Stewardship Day Revenue								1,900.00	1,900.00
Total 4400 · Miscellaneous REVENUE								1,910.00	1,910.00
4500 · INTEREST INCOME									
4505 · FUND HELD INTEREST									
Deposit	4/11/2010			Interest	Farm Cr...		5 FUNDS H...	668.37	668.37
Total 4505 · FUND HELD INTEREST								668.37	668.37
Total 4500 · INTEREST INCOME								668.37	668.37
Total Income								38,152.23	38,152.23

9:54 AM

05/03/10

Accrual Basis

Association of IL Soil and Water Cons. Dist. Foundation
AISWCD Foundation Profit & Loss Detail
April 2010

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Income								
4405 · INT INCOME-Temporarily Restictd								
Deposit	4/15/2010	147161	FNB in Taylorville	CD #29685/C...		1020 · CHECK...	18.22	18.22
Deposit	4/26/2010	147212	FNB in Taylorville	CD #30498/A...		1020 · CHECK...	6.35	24.57
Deposit	4/30/2010	147297	FNB in Taylorville	CD # 30003/A...		1020 · CHECK...	3.44	28.01
Total 4405 · INT INCOME-Temporarily Restictd							28.01	28.01
Total Income							28.01	28.01
Expense								0.00
Net Income							28.01	28.01



association of illinois

**SOIL &
WATER**

conservation districts

4285 north walnut street road
springfield, illinois 62707
phone: 217-744-3414 fax: 217-744-3420
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Forestry Committee Agenda

Duane Snow, Chairman

June 7, 2010 @ 2:00 to 3:00 p.m.

Jade Room - Northfield Inn & Suites, Springfield, Illinois

1. Call to Order
2. Roll Call
3. Approval of December 2009 Meeting minutes
4. Updates
5. Old Business
 - A. Workshops
 - B. Growth of Committee
 - C. Forestry Minutes Distribution
6. Advisors Report
 - A. IDOA
 - B. IDNR
 - C. NRCS
 - D. Carbon Credits
7. New Business
8. Adjournment

**AISWCD QUARTERLY BOARD MEETING
FORESTRY COMMITTEE
December 14, 2009**

MEETING CALLED TO ORDER: ACTING CHAIRMAN, Darrell Roegge
DATE & TIME: Sept. 14, 2009 - 2:00 p.m.
ROLL CALL: Taken by Sherry Finn
Present:
Terry Davis-arrived at 2:15 p.m.
Darrell Roegge
Duane Snow
David McCormick
Randy Molitoris
Tom Beyers-arrived at 2:13 p.m.
Dick Breckenridge, IEPA
Wade Conn, NRCS
Elliot Lagacy, IDOA
Sherry Finn, AISWCD
Absent:
Dave Bishop
Donna Roads
Dan Schmoker
IDNR Rep

APPROVAL OF MINUTES:

The Sept 2009 minutes were reviewed and approved.
Motion by: David McCormick 2nd By: Duane Snow Carried: Yes

Updates:

None at this time.

Old Business:

To replace Chairman, Bob Sloan (deceased) with Board Member, Duane Snow, from Marion County.
Motion by: Darrell Roegge 2nd by: Randy Molitoris Carried: Yes
There was discussion on any Workshops; none known about at this time.

Advisors Report:

IDOA- Elliot Legacy reported on the Emerald Ash Borer (EAB) Program Update; EAB adult trap data finalized-IDA staff members have completed the removal of purple-colored adult emerald ash borer "sticky" traps previously placed in grid areas across the state and the removal of municipal traps. The final trap count is as follows: 5,389 total traps; 5,023 traps EAB negative; 60 traps EAB positive (48 traps EAB positive in Chenoa study area, 11 traps EAB positive in Cook County, and 1 trap EAB positive in Kane County); and 306 traps missing (unable to be recovered and analyzed). Final data will be submitted to USDA next week. A final map depicting trap locations will follow also.

IDNR- No Report.

NRCS – Wade Conn introduced himself as the new advisor for NRCS and reported the IL NRCS intends to provide dedicated money under the Environmental Quality Incentive Program (EQIP) for the development of Forest Management Conservation Activity Plans (CAP) as well as offering money under Forestry Implementation. Under the Wildlife Habitat Incentive Program (WHIP) last years established forestry practices will again be offered for forestry implementation. Illinois NRCS Program Staff hope to have EQUIP and WHIP ranking criteria finalized very soon with the first ranking cutoff to come in mid January.

Carbon Credits: Dick Breckenridge reported that Carbon is 15¢ per Carbon ton. Also reported on Water Quality; Nutrient and Stacking Trading; Burns, and who purchases Nutrients.

New Business:

Discussion was held on needing the committee to grow and asking if minutes could be forwarded to Forestry members along with checking on QB Forestry meetings prior members. Concern about where Dave Bishop, RC was at and if we can increase the members attending the meetings.

Adjournment:

Motion by: Darrell Roegge
Meeting adjourned at 2:39 p.m.

2nd by: Tom Beyers

Carried: Yes

Minutes taken by: Sherry Finn



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Legislative Focus Area Committee Agenda

Aaron Ferguson, Chairman

June 7, 2010 @ 3:00 to 5:00 p.m.

Diamond Room - Northfield Inn & Suites, Springfield, Illinois

1. Call to Order
2. Approve Agenda
3. Roll Call
4. Approval of December '09 FAC Meeting Minutes
5. Legislative Update: Mike Hoffmann
6. Partner Reports
7. Task Force Updates
8. Old Business
 - a. Legislative Newsletter
 - b. FY 2010 Legislative Awards
 - c. Long Range Plan
9. New Business
 - a. Resolutions
10. Adjournment

**Legislative Focus Area Committee Meeting
AISWCD Quarterly Board
December 14, 2009**

Members Present

John Beckhart
Terry Bogner
Terry Davis
Aaron Ferguson
Duane Snow

Advisors Present

Sue Davis
Mike Hoffmann
Rich Nichols
Stacy Stremsterfer

Chairman Aaron Ferguson called the meeting to order. A motion was made by Terry Davis and seconded by Terry Bogner to approve the agenda with the addition of Legislative Priorities, motion carried. A motion was made by Terry Bogner and seconded by Terry Davis to approve the September Quarterly Board minutes as presented, motion carried.

Legislative Update by Mike Hoffmann-Mike updated the Committee about the upcoming Primary Election which will be on February 2, 2010. He stated the next Legislative Session will be January 12, 13, & 14, 2010. He said that Governor Quinn wants to move his budget address to March 18th. He has had discussions with the Governor's office and IDNR Director Marc Miller about funding solutions to get off GRF (General Revenue Funding). Mike stated the AISWCD is actively pursuing dedicated funding.

There were no Partner Reports.

Legislative Task Force has not met.

OLD BUSINESS

Legislative Newsletter-Stacy has been putting December's newsletter together. She needs an article for the front page and has requested help from some Districts on current topics.

FY2010 Legislative Awards-There was discussion about prices and quality of plaques and maybe even changing from a plaque to some other type of award (for example, a digital picture frame with the legislators districts sending in pictures to be put in the frame, etc.). Mike Hoffmann discussed some names for the awards but wants to wait until after the budget address and January Legislative session.

FY 2010 Legislative Day-This was voted to continue at the September Quarterly Board meeting. The Legislative Day would include employees and directors to come to the Capitol with a coordinated message to Legislators about our funding. Mike Hoffmann wants to wait and plan this after the Governor's Budget address in March.

Long Range Plan-

- Dedicated Funding
- Budget
- Work for Proper Practices in Urban Areas

NEW BUSINESS

Illinois Ag Legislative Roundtable

State Issues:

- District Operations Funding and Cost Share
- Green Infrastructure
- Additional Research for Nutrient Management Practices
- Eliminate Fund Sweeps
- Emphasis on Illinois Agriculture

Federal Issues:

- NRCS Technical support
- Proper Utilization of Agriculture for Carbon Offsets
- Potential change in wording for Clean Water Act.

Freedom of Information Act-Rich Nichols discussed this and the impact it could have on Districts.

A motion was made by John Beckhart and seconded by Terry Bogner to adjourn, motion carried.

Submitted by Sue M. Davis
AC, Christian County



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Planning Focus Area Committee Agenda

John Beckhart, Chairman

June 7, 2010 @ 1:00 to 3:00 p.m.

Emerald Room - Northfield Inn & Suites, Springfield, Illinois

1. Call to Order
2. Agenda Approval
3. Roll Call
4. Approve December '09 FAC Meeting Minutes
5. Partner Reports
 - a. IEPA
 - b. NRCS
 - c. IDOA
6. Task Force update
 - a. Annual Meeting & Awards Taskforce
 - b. District Accomplishments Taskforce
7. Old Business
8. New Business
9. Adjournment

AISWCD Planning Focus Area Committee Minutes
December 14, 2009

Directors Present:

Terry Davis
Darrell Roegge
Emery Oesch
Phil Fossler
Aaron Ferguson
Duane Snow
Don Lloyd
Kenny Vosholler

Advisors Present:

Cindy Moon, DE
Sherry Finn, AISWCD
Mike Rahe, IDOA
Rich Nichols, AISWCD

The Planning Focus Area Committee met at 1:00 p.m. on Monday, December 14, 2009. With the absence of Planning Focus Committee Chair, Vice-President Aaron Ferguson called the meeting to order.

The agenda was reviewed.

Motion: It was moved by Darrell Roegge, seconded by Phil Fossler, and passed to approve the agenda for the Planning Committee. Motion carried.

Minutes of the September & December Conference Call 2009 Task Force meeting were reviewed.

Motion: It was moved by Emery Oesch, seconded by Phil Fossler, and passed to approve the September & December Conference Call 2009 Task Force meeting minutes. Motion carried.

Partner Reports

NRCS – No Report

IEPA – No Report

IDOA – Mike apologized for not having an IDOA representative on the on the last Annual Meeting/Awards Task Force conference call. Mike said he had received good comments on Winter Training. There was good attendance. The first two quarters of SWCD operations and cost-share money have been vouchered. The vouchers are now in the Comptrollers office. Some cost-share has been received at the district level. Spring Workshops will be held March 2, 3, 4, 10, 11. Mike reported there would probably be someone speaking about FOIA. Also planned for Spring Workshops are possible speakers on the Water Use Act changes, transect results and what is planned for 2010, director/employee forum, GIS, and breakout for employees. New Director Training will be regional or local in the coming year.

Task Force Update

Annual Meeting & Awards – The committee reviewed what was discussed at the Annual Meeting/Awards Task Force conference call on December 9th. A possible tour of Springfield Lake was discussed. The “Hall of Fame” for directors award was again discussed. We do not have a sponsor at this time for the Outstanding District Director Award, which would include a plaque, 2 meals.

Motion: It was moved by Phil Fossler, seconded by Emery Oesch, and passed not to have a Outstanding District Director Award in 2010. Motion carried.

The committee would like to pursue the “Hall of Fame” award for directors who are no longer on the SWCD board. The wish is to be able to give this award out at Summer Conference in 2011. A committee will be developed. We are asking for volunteers. To date, there are two members on the committee: Kenny Vosholler, Chairman, and Terry Davis.

District Accomplishments – There was no report. Stacy needs to work with the Bureau on numbers from the Counties items that were sent in for the IDOA report, and the AISWCD needs to be able to have them streamlined. A goal was given to AISWCD by the Planning Focus Area Committee.

Motion: It was moved by Emory Oesch, seconded by Phil Fossler and passed that the following goal be put on the AISWCD strategic plan:

Goal

AISWCD will request quarterly reports from the district, and they will pass on to the Bureau.

The meeting adjourned at 2:10 pm.

Minutes taken and recorded by:

Cindy Moon



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Urban & Community Conservation Focus Area Committee Agenda

Norbert Rider & Don Lloyd, Co-Chairmen

June 7, 2010 @ 3:00 to 5:00 p.m.

Emerald Room - Northfield Inn & Suites, Springfield, Illinois

1. Call to order
2. Roll Call
3. Approve Dec 2009 FAC Meeting Minutes
4. Approve Agenda
5. Old Business
6. New Business
7. Adjournment

**Association of Illinois Soil Urban & Community Conservation
December 14, 2009
Norbert Rider, Co-Chair & Don Lloyd, Co-Chair**

Member Present:

Norbert Rider
Don Lloyd
Don Beisiegel
Joe Bybee
Daniel Doedtman
Jon Hubbert
Jim Nelson
Phyllis Mace

Norbert Rider called the meeting to order at 3:05. The roll sheet was passed around. Norbert Rider turned the meeting over to Don Lloyd.

Butch Rider made a motion to add all items to the agenda, second by Daniel Doedtman. Motion carried. Don called for approval of the agenda seconded by Daniel Doedtman. Motion carried..

Don called for approval of the minutes of September 14, 2009. Don Beisiegel made a motion to accept the minutes as written, second by Daniel Doedtman. Motion carried.

Old Business:

Long Range of Plan.

1. Seek greater involvement in planning and decision making at local and state levels concerning soil and water conservation and environmental issues including continued participation in water use planning, water shed group and nutrient use especially N&P, River Council.

2. Raise awareness of urban issues especially in small acres, absentee land owners and erosion sediment control.

3. Identify new topics of concern involving soil and water conservation and environmental issues.

4. Look into cooperative (SWCD) districts net working involving sportsmen and recreational active, private land owners and partners for the purpose of providing areas for hunting, fishing and other recreational activities.

5. Continued development and promotion for IUM and including attempting to have the NACD Urban and Community RPG meeting in Illinois to see BMP's in action.

New Business:

1. SWCD training for CEPESC employees' professional development hours (PDHs). Will form a task force under Jim Nelson's leadership. Jim will plan to hold a conference call. The group thought it would be appropriate to try to hold the training during Winter Training each year. They also would like it to be more hands on than just listening to someone talk. Perhaps exercises of developing a Stormwater Pollution Prevention Plan (SWPPP) and having it critiqued would be appropriate.

Butch Rider made a motion to pursue setting up a Task Force to look into this. Second by Daniel Doedtman. Motion carried.

Don Beisiegel made a motion to have Jim Nelson set the task force up consisting of Don Lloyd. Second by Don Lloyd. Motion carried.

2. EPA Guide Lines: The USEPA's Effluent Limitation Guidelines (ELG) came out in December. This will limit the amount of TSS coming from construction sites effluent. More to come as this gets implemented.

3. Sportsmen and land owners: In the Urban area there are landowners that would like to hunt. Perhaps the SWCDs could act as liaison's between hunters without land and rural landowners looking for additional income for non crop lands. The SWCDs could work with both groups and thereby expand the usefulness of SWCDs to urban constituents of key legislators.

Joe Bybee discussed SSRP and noted the 2010 application deadline will be March 1. He discussed the urban projects implemented through CPP and details regarding them. There is open enrolment for this program.

Jim Nelson stated that the Urban Manual will NOT be completely finished by June 30, 2010. The second revision will be complete however.

Jon Hubbert talked to the group on the following topics: Mississippi River Basin Initiative MRBI. We also talked about the Great Lakes Initiative. Jon passed out maps developed by the MRBI concerning N loading by watershed in Illinois. The group requested color copies which Jim Nelson said he would provide to them at dinner that evening.

With no other topics to covered Butch Rider made a motion to adjourn the meeting at 5:01p.m., second by Daniel Doedtman. Motion Carried. All adjourned.

Minutes Submitted by: Phyllis Mace



Room Reservations

This form must be returned
(FAX: 217-744-3420) to the AISWCD Office before

May 24, 2010,

in order to secure your room at the Northfield Inn for the
June Quarterly Board Meeting.

You may also contact, Sherry Finn at 217-744-3414 to make
reservations.

Please check the date/s you will be staying

Name: _____ Phone: _____

Committee: _____

Sunday June 6th: _____

Monday June 7th: _____

Double Bed: _____ King Bed: _____

Richard W. Nichols
Executive Director
Report for June Quarterly Board Meeting

Quarterly Report for the period ending May 7, 2010

March 9 – Participated in Quarterly Board Teleconference.

March 10 – Met with Don Lloyd and John Buhnerkempe at IDNR to discuss utilizing SWCDs to match urban hunters with rural landowners

March 16 – Attended Illinois Ag Legislative Day and visited several legislators' offices to drop off materials. All I visited were in committee meetings. Met with IEPA later in the morning to discuss the SWCD NPDES permit review program.

March 18 – Attended the State Technical Committee meeting.

March 24 – Met with Sherry and Terre Zeigler to discuss CREP program.

March 25 – Met with IEPA and IDNR to discuss new CREP grant and review IDNR suggested pairing for new CREP Coordinator program.

March 30 – Attended the initial meeting of the planning committee for the 2011 Illinois River Conference,

March 31 – Jim Todd and I met with Bill Gradle to discuss the possibility of some SWCDs shutting down due to lack of funding.

April 6 – Participated in NACD conference call with state executive directors in the Mississippi River Basin Initiative (MRBI) states.

April 7 – Jim Todd and I met with IDOA and representatives from Environmental Defense Fund and the Iowa Soybean Association to discuss possible projects in the MRBI watersheds.

April 12 – Met with representatives of Mass Mutual Insurance Company to review a proposed long term care program for SWCD directors and staff.

April 13 – Attended the second Conservation Congress at IDNR.

April 20 – Attended the IEPA Water Pollution Control Advisory Committee meeting in the morning and the Public Water Supply Advisory Committee meeting in the afternoon.

April 21 – Sherry and I met with Jan Carpenter, IEPA, to go over the new CREP Coordinator grant and the items that IEPA will be able to reimburse under that grant.

April 23 – Attended the SWCD Employee health insurance Committee meeting at Northfield Center.

April 27 – Mike, Jim Todd and I attended a meeting of the Down State Caucus to discuss SWCD funding and request legislative support for transferring the cost share dollars to operations in the FY11 budget.

April 29 – Attended Senate Transportation Committee hearing on HB 4966. The bill passed out of committee on a vote of 10 - 0

May 5 – Sherry and I met with Terre Zeigler to review report format for the new CREP Coordinator program and to discuss training plans for SWCDs and new hires.

May 6 – Sat in on NACD Strategic Planning webinar.

Quarterly Report
Jim Nelson, Urban Stormwater Specialist,
Association of Illinois Soil and Water Conservation Districts
Period February 6 through May 10, 2010

Attended the Following Meetings and Conferences:

- AISWCD Quarterly Board Conference Call
- SWCD and NRCS personnel regarding conservation video series
- IL Urban Manual (IUM) conference calls X 4
- IUM Steering Committee
- IEPA's Green Infrastructure Steering Committee X 2
- Urban and Comm Assistance CEPESC Training task force conf call
- Present on rain gardens at Unity Church in Springfield
- Present on rain gardens at LUC 1 Envirothon
- Present on Forestry at LUC 2 Envirothon
- Presented IUM Update at Winnebago SWCD's Soil Erosion/Sediment Control Workshop X 2
- Presented IUM Update for American Public Works Association Fox Valley Branch
- Presented IUM Update for Ero-tex Ground Control Conference in Normal
- Worked booth at Peoria Environmental Fair
- Presented on insect awareness and appreciation at Earth Day event in Adams County
- US Army Reserve for SWCDs to provide three part training series on soil erosion/sediment control
- Water 2010 Conference steering committee conference call
- Land Use Council 3 meeting
- Land Use Council 16 meeting
- Review and assist on rain garden project at Unity Church in Springfield
- Review and assist on rain garden project in Grundy County
- Give tour of AISWCD green parking lot to Massie Massie & Associates Landscape Architects
- Interviewed on USA Green Stories video and gave tour of AISWCD green parking lot
-

Completed the Following Documents and Tasks:

- IUM steering committee agendas, minutes, web docs etc
- Invoiced for IUM Coordinator grant
- Conservation Catchall articles
- Invoiced for IUM engineering expenses
- Maintained AISWCD website
- Revised/reviewed IUM documents
- Posted standards for IUM public review
- Many presentations



STACY STREMSTERFER

June 2010 Quarterly Board Report
 AISWCD Education/Envirothon Coordinator
 Summary of duties completed for February, March, April

things may come to those who wait, but only the things left by those who hustle. - abraham lincoln

January 15 - April 16th I was on Maternity Leave

I returned to work on April 19th with a full plate waiting for me. Nothing like coming back to work hitting the road running! I looking forward to this year's annual meeting. Please make plans to attend. Just as a reference: every Friday I will be off on my furlough day. I'm glad to be back and look forward to working with you all again.....I missed ya!

A baby will make love stronger, days shorter, nights longer, bank balance smaller, home happier, clothes dirty, the past forgotten, and the future worth living for.



APRIL 19TH - 30TH INFORMATION AND ACTIVITIES

ANNUAL MEETING TASKFORCE/SUMMER CONFERENCE:

- Meeting w/Sherry to get status of action items
- Completed Voting Delegate Form, Director Service Award Form, Trivia Night Registration Form, Auction Donation Form and memo with navigation page.
- Worked on menus and contacted Hilton on prices
- Updated meeting agenda
- Contacted Auxiliary re: reviewed meeting agenda & activities
- Had meeting with Hilton to confirm meeting space and menu prices
- Updated the conference registration form
- Worked on session training ideas and confirmations

ENVIROTHON:

- Researched team and 1st place team awards & finalized order
- Updated volunteer packet & sent out to SWCDs
- Compiled volunteer database
- Finalized prices with Brown Bag
- Set up meetings with IEPA for oral scenario & 5th category test
- Reviewed registration forms & contacted HS for missing info
- Contacted individuals re: oral presentation judging
- Made contact with presenters & sent lunch form
- Finalized shirts and placed order
- Pulling together category test questions
- Canon Envirothon nominee chairman duties: sent out e-mail to individuals who were nominated and contacted committee

JUNE QB MEETING:

- Reviewed agendas
- Met with Sherry on agenda changes

LEGISLATIVE ITEMS:

- Started to work on compiling May's issue of legislative newsletter

DIRECTOR TRAINING TASKFORCE:

- Will start working on after Envirothon competition

MEETINGS AND CONFERENCES:

- Staff meetings
- IEPA - re: Envirothon oral scenario
- Hilton - re: meeting space and menu prices

OTHER DUTIES:

- Worked on CC
- E-mail correspondence
- Phone calls and mail
- Completed meeting follow-ups and/or action items
- Timesheets

LOOKING AHEAD:

- Marketing Taskforce, Annual Meeting & Awards Taskforce, Legislative Newsletter, Envirothon Taskforce, Director Training Taskforce, and June Quarterly Board Meeting



Quarterly Report: Sherry Finn, Administrative Assistant

MARCH QUARTERLY BOARD MEETING Teleconference Call:

- Completed Foundation and AISWCD Meeting Minutes
- Contacted Pam at Northfield Inn to verify contract for FY 2011 meeting dates
- Contacted Susan at the Hilton Hotel to confirm a larger room for the Annual Meeting/Summer Conference Auction
- Contacted Sheila Lane to verify number of rooms needed for ISWCDEAs sessions for Annual Meeting/Summer Conference
- Contacted Susan at the Hilton Hotel to confirm ISWCDEAs requests for rooms
- Completed Contract for Northfield Inn and had Rich sign for FY 2011
- Compiled actuals for FY 2009 to forward to AISWCD officers and Board Members that requested them.

June Quarterly Board Meeting Packet

- Did Drafts for all Meeting Agendas and sent to AISWCD staff, AISWCD officers, and FAC Chairmen
- Compiled meeting minutes in packet from December FAC meetings and March QB Foundation and AISWCD Meetings; putting together agendas for all meetings

OTHER DUTIES:

- Phone Calls and Mail
- E-mail Correspondence
- Compiled expense report for Credit Card
- Timesheets
- Organized CREP Monthly Vouchers (March) & Forwarded Info to IEPA for reimbursement
- Maintain Patio Paver Database
- Maintain Rain Barrel Database
- Maintain SWCD Dues Paid Database
- Mailed Thank You Notes to Paid Districts
- Maintain Sponsorship Brochure Printing Fee Database
- Maintain Sponsorship Database
- E-mail and mailed AISWCD/SWCD Sponsors their monthly Conservation Catchall and Legislative Newsletter
- Maintain Illinois Envirothon Sponsor Database
- E-mailed Thank you memos to Envirothon Sponsors
- E-mailed Weekly Reports to Officers
- Updated Records Retention, Management & Destruction Folder
- Sent an all e-mail invitation to Districts to the FOIA training on June 17, 2010 at the DEPT of AG Auditorium
- Keeping Tally for FOIA Training Reservations from Districts
- E-mailed Legislative Newsletter to SWCD Districts and mailed newsletter to 4 Legislators that do not have e-mail availability
- E-mailed Conservation Catchall to Districts
- Sent an e-mail update to participating CREP and CREP assistant Districts about existing and new CREP contracts.
- Compiling format for CREP Coordinator Templates for the New CREP Coordinator Contract for 2010-2011

ACCOUNTING/OFFICE ADMIN:

- Completed Payroll and Payroll Taxes for March
- Reconciled all bank accounts
- Completed bookwork for All AISWCD & Insurance Accts
- Prepared Deposits for SWCD Dues and Receivables
- Completed Checks for Payables
- Completed Deposits for Receivables
- Completed Monthly Financials
- Filed all Completed Payables & Receivables Documentation
- Faxed Copy Count to CDS Technology
- Received CREP Payment for February; Did Deposit
- Paid Participating CREP Districts for CREP assistant reimbursement; Mailed checks
- Wrote checks for SWCD various insurance premiums; had Rich sign; mailed; e-mailed copies to Debbie Holsapple, Adm.Of Ins Funds
- E-mailed FY 2010 3rd Quarter Dues Invoice
- Completed Payroll Adjustments & Taxes for STD for Stacy; Processed checks & Deposited for the Brown Bag Lunches for Envirothon