**CONNECTICUT RIVER CONSERVANCY**

Board of Trustees Meeting Minutes

March 1st, 2018

11:00 – 2:30

15 Bank Row

Greenfield, MA

**ATTENDEES**

Trustees: Liz Austin, Tom Ciardelli, Neftali Duran (phone), Melody Foti, David Hewitt, Tony Judge, Tim Keeney, David Mears, Bob Moore, Melissa Ocana, Ron Poltak (phone), Payton Shubrick, Annette Spaulding, Bob Sproull, Amy Tran, Lora Wondolowski, Astrid Hanzalek (phone).

Absent: Kate Putnam

Staff: Andrew Fisk, Phil Gilfeather-Girton, Corey Kurtz, Brett Morrison, Aliki Fornier, Stacey Lennard.

The meeting was convened at 11:00.

**B. CONSENT CALENDAR**

MOTION: To accept the items as submitted. Austin/Wondolowski on the motion; unanimous.

**C. FINANCE REPORT**

Andy presented the finance report, and briefly went over how money flows within the organization, including budget, incoming grants and gifts, and expenses. He discussed the current budget performance and explained that CRC has been asking for more grants and that the organization is now ahead from last year, but behind on the end of year goal. Andy added that as we take down more dams and plant more trees, the restoration expenses rise, as expected. These costs form a large part of the operating budget.

There was discussion about the administrative costs of grant administration, particularly with the change to more of our grants being reimbursement based and having much more detailed reporting and record keeping being required. This has put pressure on the short-term cash needs of the organization. The Executive Committee has been working with Andy on a monthly basis to track the budget performance and has authorized the use of the line of credit and a principal transfer from the Unrestricted Endowment to meet cash flow needs given the significant time delays in obtaining reimbursements.

MOTION: To accept the year-to-date financial report. Mears/Austin on the motion; unanimous

**D. DEVELOPMENT REPORT**

Corey Kurtz gave the board an update on the development report and the year-end fundraising results which were very positive. She also noted that a bunch of the year end donations were lost in the mailroom at the post office for several weeks before we recovered them and could count them in, making the year-end results even better than tallied in early January.

Corey discussed the plans for the Capital Campaign and Spring Appeal, and added information on Kari Kastango’s story, the swimmer who plans on swimming the whole length of the Connecticut River. Additionally, she emphasized how Trustees could assist, through their involvement with the Campaign Committee and Development Committee.

**E. LUNCH**

**F. SEWERS AND WASTEWATER INFRASTRUCTURE**

Bob Moore talked about combined sewer overflow issues and infrastructure upgrades at the Metropolitan Disctrict Commision and the pending solutions, for years. He explained the challenges they’ve been facing in terms of how the EPA fits in, finances, and policies to implement. He also discussed the total costs of putting the new into place. Additionally, there was discussion regarding the green projects for flood control areas.

Andrea Donlon talked about CSO communities in MA and their long term control plans. Since 2003, Andrea recalls those plans being draft, and that still hasn’t changed now, in 2019. She also talked about spills and illegal discharges. The cost of CSO’s are keeping communities from spending the money towards a more effective and greener plan.

**G. STRATEGIC PLAN IMPLEMENTATION**

Andy reviewed the strategic plan implementation dashboard.

Andy talked about the organizations’ history with certain programs, partners and affiliates. He discussed CRC’s affiliation with DRWA, and what it means. The contract with DRWA is timed out and is up for a renewal. Advantages of this affiliation: more members, financially beneficial, additional staff and programs, specifically on the WQM program. The DRWA is still struggling with their finances and programs. But they are improving through outreach and development.

CRC discussed the possibility of expanding their organization to affiliate with other watershed associations. The board expressed their concerns with following this path, in terms of ours and their own financial and capacity capabilities.

**H. COMMUNITY SCIENCE PROGRAMS**

Aliki Fornier took a few minutes to update the board on the upcoming community science programs CRC will be conducting this year. She gave an update on how Ayla Skorupa’s freshwater mussel program was doing on the third year. She also noted that CRC will be facilitating the communication aspect of the water chestnut efforts, after Cynthia Boettner’s retirement. Cynthia had been coordinating the water chestnut efforts for years and CRC has agreed to keep her efforts and work going.

**I. LAND CONSERVATION PROGRAM REPORT**

Andy updated the Board on the status of the easement transfers that are underway, with particular focus on the easements located in Lyme, NH. Because the easements in Lyme list the Town as a backup easement holder, the Town needed to take a vote at Town meeting to approve any future transfers. Andy described the process working with Select board to get this warrant article in front of Town meeting and the pending vote next week. It is expected that the Town will approve this warrant article and the easement transfers in Lyme will continue moving forward.

**J. RIVER CELEBRATION & SPRING EVENTS**

Stacey Lennard updated the board with all the upcoming spring events CRC has planning. She encouraged the board to attend as many events as they could, as their presence could be very beneficial to the event and the organization.

**K. EXECUTIVE SESSION**

The meeting was adjourned at 2:15 pm

Prepared by: Aliki Fornier

Reviewed by: Andrew Fisk