

**OKLAHOMA ASSOCIATION OF RC&D COUNCILS, INC.
QUARTERLY BUSINESS MEETING**

**Department of Commerce, OKC, OK
January 20, 2009
Minutes**

I. CALL TO ORDER: James Aldridge, Chair, called the meeting to order at 10:05 am. Advance notice of today's regular meeting and agenda were filed with the Okfuskee County Clerk, and posted publicly at the home office, in accordance with provisions of the Oklahoma Open Meeting Law.

II. ROLL CALL: Randy Cotten, Secretary/Treasurer, called the roll:

Members Present	Members Absent	Coordinators/NRCS	Others
Alfred Miller	Jim Bailey	Andy Tucker	Kathy Allen
Pauline Fahle	Garold DeWitt	Marty Hern	Terry Brix
Coleta Bratten	J.C. Awtrey	Greg Kindell	
Donna Baldwin	Gerald Hayes	Carl Smith	
Scotty Herriman	Jackie Smith	Gary O'Neill	
Jeff Lockett	Kristi Coker	Larry Wright	
James Aldridge	Martin Roberts	Tom Lucas	
Randy Cotten	Judi Elmore		
	Eric Chapman		
	Lendell Stowers		

A quorum was declared.

III. INTRODUCTIONS: James Aldridge, Chair, introduced guest Terry Brix and Gary O'Neill.

IV. MINUTES OF LAST MEETING: Minutes of the October 21, 2008 meeting were emailed to members in advance of today's meeting.

Motion to accept the minutes: Alfred Miller.

Second: Pauline Fahle

Oral Vote Taken: Nays-None. Abstain-None. Ayes-all.

V. FINANCIAL REPORT:

A. Financial Statement for Period of 10-21-08 to 1-19-09: The financial report was accepted as presented. There were no claims or bills presented. Randy Cotten discussed the need for approval of up to \$100.00 for someone to prepare tax form 990.

Motion for up to \$100.00 for 990 tax preparation: Pauline Fahle

Second: Alfred Miller.

Oral Vote Taken: Nays-None. Abstain-None. Ayes-all.

B. Consider Requests for Accounts Payable: None

VI. CURRENT BUSINESS:

a. **Installation of Officers:** It was discussed that there was no formal installation so all officers were considered installed as seated.

b. **Chairman's Report:** Chair, James Aldridge mentioned some changes affecting the 990 this year and that Randy Cotten had emailed out the information to all of the RC&D Councils and he would be discussing the issue later in the meeting.

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The **registration fees for the National RC&D Conference** coming up in June has not been set yet.

There will be a **conference call on January 22 or 23, with Southwest States**. They want \$500.00 to help support a meeting in Texas, and \$1,000.00 for the National RC&D Conference. He will have more information after the conference call.

- c. **Councils Reports:** Kathy Allen will be emailing the monthly NRCS Partnership Report, which contains the activity reports of all the RC&D councils, out monthly to all OARC&DC members.
- d. **NRCS report:** Gary O'Neill reported that there was not an NRCS Partnership Report for December, because the state office was having an audit performed.

The final budget for RC&D is not finished yet, but it does look like it is ahead of last years.

There are vacancies, one at ASCOG RC&D since June 2008 they have been without a coordinator or office assistant, due to them both retiring and the other vacancy being at Ouachita Mountains, where the coordinator retired and the office assistant took a full time job with NRCS. The intent is to have secretarial agreements for 9 RC&D's in 2009, there will be no NRCS secretaries. He should have the green light by the end of the week to advertise for an RC&D Coordinator for Ouachita Mountains. He commented on concerns with ASCOG's name being confused with county government. He has sent out a letter asking for suggestions for a new unique name and a new set of bylaws to distinguish the RC&D from the Cog group. He said he would meet with them, but did not want to fill the coordinator position there until some requirements are met. He would like some others to attend that meeting with him and will be asking for participants.

He reported that there are 7 agreements in place but that the agency put a freeze on further agreements a couple of weeks ago. The 7 agreements will remain in effect until March 31, 2009. Once the freeze is lifted he is optimistic for funding thru the end of the year.

Gary O'Neill was on a conference call about the stimulus package. There could be some technical and financial assistance grant opportunities available with this package. He urged everyone to watch and be ready.

He mentioned that during the December audit it was decided to change how office space was rented and the agreements that went with it. We might have to enter into a co-op agreement that in exchange for area plans, they will provide office space.

He discussed the memorandum of understanding that RC&D entered into with OACD. It states that there would be quarterly meetings. He would like to get together with Clay Pope and discuss opportunities that the two groups could work together on.

e. **Committee Reports**

- 1. **Strategic Planning:** Jeff Lockett, committee chair. Donna Baldwin had a suggestion for a quarterly RC&D report that would be sent to the National level that would highlight RC&D's projects and that maybe they would recognize RC&D week nationally. Randy

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Cotten volunteered to put something together if everyone would send their list of projects to him. It was discussed that there is a project reporting system already in place on the national level called POINTS. Gary O'Neill stated that it was not very accurate due to not being updated timely. There is the monthly NRCS Partnership Report that has the RC&D activity reports in it. Randy said he would pull information from it and send it via email to the legislators.

Jeff Lockett commented on hoping to have ASCOG RC&D up and going soon. There will be a meeting with Larry Wright, temporary acting coordinator for ASCOG, Gary O'Neill and Mr. Awtrey to help further build their RC&D to its potential.

2. **Legislative:** Randy Cotten discussed the next meeting of the OARC&DC would be held at the Oklahoma State Capital in April 2009. He will reserve a room for the meeting. He will also have a report brochure of last year's accomplishments of the RC&D to distribute at the capital after the meeting that day.
 3. **OACD & RC&D Memorandum of Understanding:** All of the OACD meetings had a presentation done by RC&D. Scotty Herriman thanked the presenters for a superb job at the meetings. Scotty said the next meeting of OACD would be March 24th. Randy Cotten suggested meeting in March with them to find a project to partner on. Gary O'Neill suggested maybe something with the farm bill. Gary O'Neill wanted Jeff Lockett, James Aldridge and Andy Tucker to represent RC&D to meet with representatives of OACD-Trey Lam, Clay Pope, & Scotty Herriman. Scotty will be stepping down as President of the OACD in February because his 2nd term will be complete. Gary suggested maybe a February meeting would be more beneficial. He suggested Scotty set the meeting when he thought best.
 4. **2009 State Summit Planning Committee:** Cross Timbers will be hosting the state summit this year. Andy Tucker reported the dates of August 2-4 had been set, and it would be held at Norman, OK. The next planning meeting would be held in February. He commented on the events of maybe holding a social on the starting Sunday, perhaps at the History Museum, Monday discussing what is going on with RC&D, Monday afternoon maybe a bus tour with that night being the banquet. Tuesday would be the State RC&D meeting then dismissal. He stated that the dates had been shortened due to the National RC&D Conference being in June.
 5. **Financial Audit Review:** Jeff Lockett had no report because he had not reviewed the books yet. Garold Dewitt and Martin Roberts are also to help with the review.
- f. **Oklahoma Destinations Exposed:** Donna Baldwin stated that with the holidays and the end of 2008 she has not heard anything to report on.
- g. **RC&D Display at OACD Meeting in February:** \$250.00 was spent for sponsorship, a display and coffee break. The meeting will be held at the Reed Center in OKC, Feb. 22-24. It was decided that Randy Cotten would man the booth. Gary O'Neill commented that any coordinator that wanted to attend would need to fill out a meeting attendance request. There will also be an awards ceremony at 4 p.m. on Sunday of the meeting. Marty Hern stated that he would be attending. Gary O'Neill wanted an RC&D Annual report to hand out at that meeting. He asked that all of the RC&D coordinators send a report of their major accomplishments of last year to Randy Cotten by the week's end so he can make an annual

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report so it could also be used for the leadership conference in Washington, DC. Pauline Fahle will be attending along with Coleta Bratten; they leave February 8th.

- h. **Leadership Conference Update:** Pauline Fahle reported that all registrations, hotel and air fare had been made. All appointments have also been made except with Boren. Andy Tucker commented that they really needed to meet with him and if they needed assistance in helping set up that appointment he could help them.

Donna Baldwin mentioned a letter that was on the National website of how RC&D could fit within the stimulus package. She will send it to Randy Cotten and he will email it out to all members.

- i. **DEQ Grant Endorsement Update:** Randy Cotten handed out information on DEQ and commented on how it might be a partnership that RC&D would want to develop.
- j. **Bus Charter to National RC&D Meeting:** Discussion was held whether or not to take a bus to the National Meeting in June in Mexico. It was decided councils would just carpool in their government vans. Gary O'Neill would like to see all the RC&D coordinators attend if the budget allows.
- k. **New IRS Information Requirements:** Randy Cotten discussed a letter from the IRS on Conflict of Interest, and its need to be done annually. The new policies are not required but could put the association under greater scrutiny if they do not check on the tax return that they have complied with the requests. Randy suggested the acceptance of the policy at this time so he could check yes on the tax forms. Scotty Herriman asked if adopted by the OARC&DC if it would cover all the RC&D Councils? Pauline Fahle said she would try to get that question answered while in DC and report back. All Councils need to report back in August if there is any conflict of interests.

Motion to adopt Randy's draft letter of the policy: Scotty Herriman. Second: Pauline Fahle. Oral Vote Taken: Nays-None. Abstain-None. Ayes-all.

- VII. **Old Business:** Discussion was held whether or not old or new business was allowed. Randy Cotten will check into. He will also check with Martin Roberts on the books of the Open Meeting Act.

- VIII. **Next Meeting:** Will be on April 24, 2009, 10:00 am at the State Capital. Room # and agenda will be posted on the OARC&DC website: www.okrcd.org

Guest Terry Brix asked about a tree growing program, that could create new jobs. It was discussed that Carl Smith has information on the tree program and can give a proposal if anyone is interested.

Gary O'Neill stated that opportunities to identify a project that could be on the ground in 90-120 days that would create jobs could be funded thru RC&D financial assistance. He suggested getting 5 top project proposals ready so when funding comes we would be ready.

Motion to adjourn meeting: Pauline Fahle.

Second: Alfred Miller.

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Approved

/s/ James A. Aldridge
James Aldridge, Chair

Date: April 21, 2009

/s/ Randolph P. Cotten
Randolph P. Cotten, Secretary

Date: April 21, 2009

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