

**Board of Directors and General Membership Meeting
PAEP Annual Conference, State College, PA
May 10, 2013 Meeting Minutes**

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Present:	Absent: none Staff: Terri Breon Others: many members of PAEP
Eric Buncher	
Michelle Rehbogen	
Michael Parrent	
Christine Phillips	
Marty Stenczewilk	
Darlene Stringos-Walker	
Linda Zug	

President Eric Buncher called the general membership meeting to order around 8:30 am.

- 1) Eric asked the question to the general members present "What do you want from the organization?"

Many replies were discussed including:

An inventory of trainings that can be sent around via the PAEP email blast and listed on the website,
Having an employment group to help members looking for a job,
Continuing education credits for events, how can the PAEP sections offer these credits, and what are the rules for acceptance for different groups, and
Offering additional section events with more advanced notice.

All these items above were discussed and will need volunteers and champions to continue to follow through to help the general PAEP membership.

- 2) The next discussion involved the email concerning an email titled "PAEP Call to Action – Delineating a wetland in PA without a license could be a felony" sent from The Swamp School, LLC.

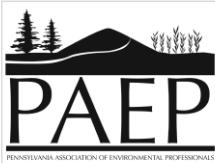
The emailed information included a link to House Bill 997 which will create a professional soil scientist license. The licensed soil scientist would only be able to identify hydric soils and redoximorphic features. This would have implications for many wetland scientists and delineations for all projects across the state.

It was discussed that the PAEP legislative committee would draft an information request into the bill and send the request through Rep Petri.

- 3) The Eastern Section of PAEP has a new chairperson – Eric Rosina and Marty Stenczewilk will assist.
- 4) Eric asked "What is working with PAEP or what can we do better?"

Lunch and learns, members would like more breakfast meetings, and to set-up a system to pay on-line for section meetings.

- 5) It was also discussed to change the rates for all students (free) and a reduced rate for young professionals (under 5 years' experience).
- 6) Members asked if some of the section meetings along with the conference presentations could be



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uploaded to the web site. Terri said that she has a form that will need to be signed by the presenter so the presentations can then be uploaded and advertised. She will send the form to the section leaders and the board to keep for different events. Once the form is signed, it will need to be sent back to Terri with the presentation for upload to the website.

7) A follow up for next year will be to draft a press release for the Karl Mason award winner to publicize the award and PAEP.

The general membership meeting concluded around 9:30 and Eric called the Board of Directors meeting to order

Meeting Minutes – Linda Zug

- The April meeting minutes were accepted by the board. They will be available on the PAEP web site.

Section Updates

- Western – A tour of the newly opened Phipps Center for Sustainable Landscapes building will be in May, with a happy hour prior. Other events are to schedule a clean-up day at the Pittsburgh Botanical Gardens, and the yearly Phipps outing.
- Central – FHWA webinar at McCormick Taylor on Tuesday May 20th and June 6th will be the PPL Bruner Island tour – max 20 people.
- Eastern – Eric Rosina is the new section chair.
- P2/E2 – Events will be planned for August and November.

2013 Annual Conference Wrap-up – Mike Parrent and Jan Warnick

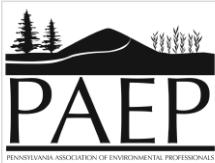
- 73 attendees attended the conference with additional guests at the awards dinner.
- A follow-up phone call to prepare for next year's conference will be held in the next two weeks. The western section will be sponsoring the event with Christine Phillips as the chairperson.

Student and Scholarship – Angela Schreffler - Absent

- The scholarship raffle fundraiser raised over \$860 dollars.
- A joint golf outing will be held with WTS over the summer.

Conservation Heritage – Wayne Kober - absent

- An email was received by the board to review concerning *Documenting the Story through Oral Histories*. The project will include professional historians interviewing and recording a number of Pennsylvania leaders in the history of ecology around the state, including former Secretary's of the PADEP and DCNR, and Directors of PA Game Commission and other agencies. The project will commence in early June with the interviews occurring over the summer.
- Wayne Kober and Brenda Barrett will oversee the project.



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- Project funding will be run through the PA Parks and Forestry Foundation (PPFF). Proposal budget of \$5000 for the 12 interviews with travel expenses and costs was requested to be donated by PAEP. Discussion commenced and a vote was requested - Passed unanimously, PAEP will donate the \$5,000 to fund the interviews for the PA Conservation Heritage project.

Membership and Directory – Linda Zug and Terri Breon

- Membership numbers reported by Linda and Terri are at 303 paid members with 36 people taking advantage of the BOGO (total 339). The PAEP Membership directory has been uploaded to a flash drive and was part of the package of information distributed at the conference. These flash drives will be available at section events for members that could not make the annual conference. Additional items that could be purchased for the membership could be car magnets or window decals.

Treasury Report – Michelle Rehbogen

- Current accounts as of May 8, 2013: Checking - \$18,067.01; MM - \$26,267.62; Scholarship - \$4,661.12; Total - \$48,995.75
- The paperwork for the PAEP taxes was mailed the last week of March 2013.
- The June conference call will discuss the annual conference costs.

Newsletter – Darlene Stringos-Walker

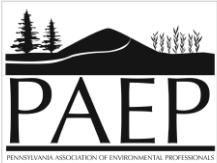
- Cake Pop Publicity will be assisting PAEP with publishing 4 newsletters a year. An outline for the newsletters will be drafted to standardize the process.

Government and Legislative – Duane Peters – absent

- No update this month.

PANO – Eric Buncher and Terri Breon

- Credit card service changes were made as planned previously and the new system is in place and in use. Michelle will sign off on closing the PNC account.
- In order to continue using the new Credit card service, PAEP will need to continue as members of PANO. The cost for membership is \$75/year. Membership was debated and a vote was taken – passed unanimously.



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Insurance – Chris Phillips

- Chris received a quote of \$700/year for General Liability Insurance. One other quote will be forthcoming. (Eric Buncher reported that the 2012 Board recommended that the 2013 Board buy liability insurance and change the bylaws to require liability insurance of all future boards.)

Other Business – Terri Breon

- Terri said the final paperwork has been received and the PAEP logo and trademark are secured. Final bill of \$140.00 received and paid.
- Auditing of the PAEP bank accounts – Two companies replied to Terri's request for a full audit of our assets. Cost of a full audit would be approximately \$3,000 – \$5,000. Since this is approximately 12% of the total PAEP current banking accounts, it was decided that PAEP would continue with the process in-place. Every month Michelle receives the accounts information from the bank and checks those against the check stubs and deposits. If any questions or discrepancies exist, Michelle talks to Terri and Terri reconciles the accounts. This can also be discussed (our in-house banking practices) at the May conference to see if members would have different ideas to cross-check our accounts.
- Marty will follow-up with the BioEnergy + Recycling Conference.

Adjournment

- The meeting officially adjourned at 10:30 a.m.

**The next board meeting will be held on Tuesday June 4, 2013 at noon.
(Due to a majority of board members not available, the June conference call was cancelled.) Next conference call will occur July 2 at noon.**