

Upper Delaware Council
OPERATIONS COMMITTEE MEETING MINUTES
January 26, 2016

Committee Present: Alan Henry, Harold Roeder, Jr., Larry Richardson, Fred Peckham, Jeff Dexter
Committee Absent: Aaron Robinson, David Dean, Debra Conway
NPS Partner: None
Staff: Laurie Ramie, Travis O'Dell, Cindy Odell
Guests: None

The UDC's Operations Committee held its monthly meeting on Tuesday, January 26, 2016 at the Council office in Narrowsburg, NY. Chairperson Henry called the meeting to order at 8:51 p.m.

Election of Chairperson and Vice-Chairperson: A motion to open the floor for elections was made by Richardson and seconded by Roeder. Richardson made a motion to nominate Fred Peckham chairperson of the Operations Committee for 2016. The motion was seconded by Roeder. Peckham was elected by a voice vote. A motion by Dexter to nominate Roeder as vice-chairperson of the committee was seconded by Henry. Roeder was elected by a voice vote. Peckham conducted the remainder of the meeting.

Henry questioned the number of members on the Operations Committee. Ramie said it is debatable as we do not know Lumberland's intentions to stay on the committee. As the committee membership stands currently, there are eight members so five meets the quorum, she added.

Approval of December 15 Meeting Minutes: A motion by Richardson seconded by Dexter to approve the December 15 meeting minutes was carried. There was no public comment on the agenda.

Executive Director's Report: Ramie reported that Modification #2 to the UDC's Cooperative Agreement with the NPS was executed on January 11th releasing the balance of our federal funding. Those funds were added to the ASAP account on January 12th. Ramie provided the federal balance as well as the balances of the UDC's two Jeff Bank accounts. She noted that we have received from Eckersley and Ostrowski, 10 copies of the final Independent Accountants' Review Report on January 8th, and originals of the Return of Organization Exempt from Income Tax (IRS Form 990) and the Annual Filing for Charitable Organizations (NYS CHAR 500) on January 11th. Those filings will be completed this week, she added.

Referring to her written report, Ramie noted that she has listed what the board changes for 2016 are under "Administration". Orientation packets have been sent to all our incoming people and appreciation letters have been sent to all our outgoing people, she stated. Because of his long tenure, Ramie wanted to mention that Lackawaxen Representative John McKay was not re-appointed. McKay served 27 years from late 1988 to December 2015.

Ramie reported that the FY 2015 Annual Report was completed and posted to the website, and a news release announcing its public availability was issued on December 31st.

Ramie stated that the Leadership Sullivan Class and Sullivan County Chamber of Commerce Foundation Board chose the "D&H Canal Clean-up at Corwin Farm" as one of two 2016 Community Impact/Service Project based on the UDC's application submitted on September 29th. An on-site meeting to discuss logistics with the National Park Service and a Leadership Sullivan Class subcommittee of six led by Tammy Porter from SUNY Sullivan will take place on February 2nd. A UDC news release will be issued to coincide with the program's publicity, she added.

Ramie reported that the Mid-term meeting of the Geotourism Stewardship Council scheduled for January 25 and 26 in Hawley was cancelled after participants from the Washington D.C. area could not make it to Hawley due to the recent snowstorm. This meeting is to be re-scheduled and Ramie will participate, she added. Peckham said that he has a meeting Friday, January 29th with John Beljean, the Delaware River Field Representative for the National Parks Conservation Association and two individuals from National Geographic. Richardson questioned when the Council will know which projects have been accepted for inclusion on the interactive website. Ramie noted that is one of the action items for the Mid-term meeting. She added that over 600 nominations of sites and businesses were received.

Peckham said he suggested to the Town of Hancock at their most recent meeting that better

signage for the Bouchouxville Trail (Jensen's Ledges) be installed since visitors can be easily confused at the intersection of Lordville Road. Ramie said that a letter is coming out of the WU/RM Committee to support that request of better signage.

Ramie reported that two news releases were issued. Those releases were titled, "UDC Issues FY 2015 Annual Report" on 12/31 and "Upper Delaware Council Elects 2016 Officers" on 1/7. She noted that on January 21st, she posted to the UDC website and circulated a Friends of the Upper Delaware River, Inc. news release, "Delaware River Advocates Request Public Meeting with Key Decision Makers" to which the UDC contributed a statement.

The Spring/Summer 2016 edition of "The Upper Delaware" newsletter is due to the printer by March 16 for release on April 1, Ramie stated.

Ramie said that the Council will solicit proposals by UDC member municipalities for river and shoreline clean-ups in early March, with a deadline of mid-April for approval at the May full Council meeting. Projects will have to be completed by August to be eligible for reimbursement. More information will be available in the near future.

Ramie referenced the copy of the press release "2016 Sullivan County Travel Guide Now Available" provided in members' packets. Copies of the visitor guide were also available for members should they want one. Ramie noted that the guide does contain a lot of features for the Upper Delaware River because of the NPS Centennial celebration. She reminded members of the letter the UDC sent requesting that added focus be put on the Upper Delaware as the Upper Delaware Scenic Byway was voted as the top choice in the Northeastern United States and ranked #2 in the entire country in USA Today's "Best Scenic Autumn Drive" Readers' Choice contest, as well as the Centennial spotlight.

Ramie referenced the February 2016 calendar of UDC Meetings, Activities, and Deadlines.

New Business

Summary of Pending Bills 1-26-16/Financial Statements: The committee was provided with an abstract of bills dated January 26 to review. A motion by Richardson, seconded by Roeder to pay the bills listed on the abstract was carried unanimously. Financial Statements as of January 31, 2016 were provided for individual review. Richardson questioned what the difference is in the email system. Ramie told him that we switched to a new host which gives live sync, and indefinite e-mail retention in case of deletion. It costs \$9.00 a month per e-mail address. Ramie said we are transitioning away from our Frontier email addresses to the Upper Delaware Council.org addresses. She added that emails are currently being forwarded from Frontier. Peckham suggested that an email be sent out to members advising them to use the new email addresses.

Other: Ramie asked members for ideas for potential venues and keynote speakers for the UDC's 28th Annual Awards Ceremony to be held on Sunday, April 24th. The event will take place on the New York side of the river and the venue should be able to accommodate 100 people. Peckham suggested The Hancock House and Richardson stated that Henning's Local is now located in the historic building of Heinle's General Store in Cohecton Center. He is unsure of their capacity. Ramie said she will inquire of the two venues and noted she welcomes other ideas. Members offered suggestions for keynote speaker. Henry suggested we may want to invite someone who could offer an educational presentation. After a brief discussion a motion to extend an invitation to Dr. Andrew Kozlowski from the New York State Geological Survey to serve as the banquet's keynote speaker was made by Henry, seconded by Dexter and carried.

Ramie questioned the committee if they wanted to discuss making a recommendation to the full Council on the potential investment of unrestricted UDC funds now that the full federal allocation has been received for FY 2016 or defer discussion until more committee members were present. Richardson noted it is very important to keep monies readily available for the times that federal funding is held up. After a lengthy discussion, it was decided that a report be prepared on the status and use over the years of the UDC's unrestricted funds for further discussion of potential investment opportunities at the February Operations Committee meeting.

Old Business: None

Public Comment: None

Adjournment: A motion by Roeder, seconded by Dexter to adjourn the meeting at 9:21 p.m. was carried unanimously.

Minutes submitted by Cindy Odell, 1/29/16