

Minutes
Blue Ridge Watershed Coalition
Mountain Community Center
March 10, 2012, 10 am

Attendees: Carlen Emanuel, Royce Gibson, Thomas M. Read, Ryan Streeter, Justin Maxey, Mark Shields, Ed Burns, Willis Nowell, Linda Zwobota, Carl Drumgoole, Katherine Austin, Patricia Henderson, John Maxey, Ronda Lehman.

Call to order: Ronda 10:07 am.

Introductions of board and attendees to audience: Friends of the Blue Ridge: Suellen Beverly, Marie Uehling; Al Van Huyck; Bryan Clark, Spirit of Jefferson

Approval of minutes from previous meeting: January minutes: Motion by John, second by Mark, Carried unanimous; February minutes: Motion by Mark, second by Ronda, carried unanimous.

Presentation, Friends of the Blue Ridge: Friends of the Blue Ridge presented a brief informational PowerPoint which outlined their mission and goals. They expressed a willingness to work with us.

Ongoing business:

- **501c3 status, Sec/Treasurer's report:** IRS Casey Sutfield called and said all paperwork appeared to be in order and he would try to finish that day, Wednesday, February 29, 2012. He had been ill. Nothing in mailbox as of Wednesday, March 7. Carlen will be out-of-town next week and Royce will check mailbox. When paperwork is received, it will be scanned and emailed to all so projects on hold can proceed. Treasurer: \$80 cash and Stream Partners check ensconced at ATC. Carlen will open bank account when 501(c)(3) received.

- **Carl's update on organization of Mission Rd project.** What does he need from group: Carl presented pictorial project plans, built and tested rain barrels, and Ed presented interlocking pavers portion of the project. Carl will put together final budget. Coordination with BRFD Station 5 for dry hydrant transfer. Willis, Carl, and Ed will contact DoH to get them involved with project because culverts, water diversion ditches, and other road issues need to be addressed for the Mountain Mission project. Carl, et al will also get Morgan to assess their plan for hydrologic flow, capacity, pipe size, etc. Document Morgan's time as match.
- **Has meeting been arranged with WVDOH/Mike Shepp:** Invite DoH to Mountain Mission and involve in project; segue to larger roads project; BRWC group can host Burlington and local DoH at a special time.
- **Outreach to landscapers, Meadowbrook? RL Landscaping, etc.** not addressed
- **Grant Committee meeting update**
- **Discuss possibility of adding a grant intern over the summer:** Carlen contacted Ed Snyder twice and has not received a response. Will go elsewhere for intern. Patricia Henderson presented her resume'. She is looking for an internship and is interested in grant writing. Carlen will work with her, send BRWC projects, and will proceed with grant committee if Patricia accepts internship.
- **Possibly house them @ Health dept.** Not addressed
- **Action?** Not addressed
- **Deadlines on horizon?** Need to develop project descriptions and match to grants.
- **Shovel ready projects?** Use projects in annual plan
- **Website:** documents posted when 501 status and software purchased. Done in a few days.

- **Jefferson County Commission budget presentation:** Ronda and John did a great job and had great presentation; asked for \$15K. Well received by all commissioners.
- **Martinsburg Rain Barrel/Compost:** Carlen and Carl each won a rain barrel.
- **New Business:** EPCD Watershed group gathering, Thursday, March 22, 2012 from 9:00 am - 12:30 pm in the Library at the WVU Robert C. Byrd Health Sciences Center in Martinsburg, WV. Facility website: <http://www.hsc.wvu.edu/eastern/General-Info.aspx>. We would like to invite each group to give a brief update on what their Watershed Group's current activities are, notable successes or challenges they are currently facing, etc. Ideally, we would like to have 5 minute presentations from each group, with a 5 minute Q&A session, giving each group at least 10 minutes. Please RSVP no later than Thursday, March 15, 2012, and let us know if your group is interested in giving a short presentation, so that we may finalize our agenda. I will be sending out the final agenda on Friday, March 16.
 - **Presentation/message/reps:** Carlen has responded to RSVP. Ronda, Carl, and Carlen can attend. Ronda, Carlen, and John to create PowerPoint on March 19 or 21 for presentation
- **Set date for next river clean up- July 14th?/action:** not addressed
 - **Potential sources of funding for hooks.**
- **One opening on board/nominations/vote:** Richard was nominated for the Board vacancy. Motion by Ronda, second by Carlen, no other nominations. Motion by Ed to close nominations, vote on Richard, second by Carl, carried unanimous. Richard accepted. Welcome Richard. Carlen to email conflict of Interest. Richard will sign and bring to next meeting.

Next meeting agenda items and date: Tuesday, April 3, 2012, 7 pm, at ATC headquarters. **Adjourn:** Motion by Ed, second by Carl, carried unanimous.