

Catskill Forest Association, Inc.
Regular Board Meeting Minutes for the meeting held on;
November 14, 2019 at
CFA's Office in Arkville, New York

Present: Porter, Alder, Doig, Krickhahn, Lynch, Maender, Miller, Northcutt, Winkler (in at 4:55pm)

Absent: Bishop, Kugler, Seegmiller

Staff Present: Trapani, Chadwick, Dolan, Fox, MacNaught

CALLED TO ORDER: Porter called the meeting to order at 4:02 pm

President's Message- read by Porter (**see attached*)

Election Results & Appointment of Directors- Porter

Porter called upon the Board to accept the results of the election that took place at the Annual Membership Meeting on October 12, 2019. Northcutt proposed a motion to accept the results of the election. The motion was seconded by Lynch. All were in favor of the motion. Motion carries. Porter called upon the Board to determine if any Board members were interested in becoming an officer for the upcoming year. After a brief discussion, it was determined that the previous officers were in favor of remaining in their current position for the upcoming year. Krickhahn proposed a motion to accept the nomination of the Board Officers, as follows: Porter, President; Robert (Bob) Bishop II, Vice President; A. Stephen (Steve) Miller, Vice President and John (Jack) Lynch, Secretary/Treasurer. The motion was seconded by Maender. All were in favor of the motion. Motion carries.

STAFF REPORTS:

September & October 2019 Membership Reports- *presented by Chadwick (*see attached)*

November 2019 Financial Report- *read by Fox (*see attached)*

September & October 2019 Programs & Events Reports- *presented by MacNaught (*see attached)*

OLD BUSINESS:

September 2019 Board Meeting Minutes- Porter (**see attached*)

Porter mentioned that the September 2019 Meeting Minutes were available to the Board prior to the meeting; therefore, the reading of the minutes could be waived by the Board. Maender proposed a motion to waive the reading of the minutes and approve the minutes, as written. The motion was seconded by Miller. All were in favor of the motion. Motion carries.

Treasurer's Report- (**see attached charts*)

Miller proposed a motion to accept the Treasurer's Reports, as submitted. The motion was seconded by Krickhahn. All were in favor of the motion. Motion carries. Lynch also presented sample reports for the proposed CFA Financial Dashboard to be located on the Board Portal, for the Board's consideration.

Committee Reports: *called upon by Porter*

Porter called upon the committee chairpersons to deliver their committee reports.

Forest Festival Committee: *presented by Chadwick*

Chadwick shared a video of the 2019 Catskill Forest Festival that was created by Brad Wickham. The Board members were pleased with the video but added that they would like to see "credits" at the end. Porter, on behalf of the Board, asked Chadwick to prepare and send a Thank You package to Brad.

Building Committee Report: *presented by Maender*

Maender thanked the Board and Staff for their patience during the recent cleaning and sealing of the driveway and parking lot. He stated that the work was completed by Connie with Brand's Paving. He mentioned that the parking lot was in really bad shape and that ideally it should be sealed every 2 to 3 years. MacNaught stated that the portable sawmill would be stored in Ed Bennett's barn for the winter.

NEW BUSINESS:**Podcasting "From the Forest" radio show:** *presented by Chadwick*

Chadwick reported that the *From the Forest* radio show and the archives are now available in podcast form on PodBean allowing for audio files on the website to be removed and in turn, create additional storage space on host server. She reviewed PodBean features that allow for greater exposure of the show across multiple platforms.

Escrow Account for Performance Bond Funds: *presented by Lynch & Dolan*

Lynch stressed the need for an escrow account for the safekeeping of funds that CFA may hold as a performance bond so that they are not co-mingled with other CFA funds. Winkler proposed a motion to open an escrow checking account at NBT of Margaretville for the purposed of securing funds held by CFA for Timber Management Program performance bond(s). The motion was seconded by Northcutt. All were in favor of the motion. Motion carries. Fox stated that she would go to NBT Bank of Margaretville to obtain the necessary new-account paperwork, prior to the December 2019 Board Meeting.

2020 CFA Events Brainstorming: *presented by MacNaught (*see attached)*

MacNaught shared the preliminary list of 2020 CFA Events with the Board. The Board and staff discussed the list and ideas for upcoming events. MacNaught stated that he would like to finalize the list during the first week in December.

Open Discussion- Board Members

Topics of discussion were: Climate, Forest & Wood Products Roundtable (attended by Winkler); Upcoming Portable Sawmill Demonstration at Port Jervis Central Scholl District; CFA's 2020 Spring Season Work Scheduling; Updated Board & Staff Contact List, plus CFA's Updated Committee List; Clean-up of CFA's Server to begin, soon.

ADJOURNMENT: At 6 pm, a motion to adjourn was made by Northcutt.

Submitted; Kathy Fox, Office Administrator