



Executive Committee Meeting

Wednesday, July 28, 2021

4:00 PM – 5:15 PM

Via Zoom & Teleconference

AGENDA

1. Opening & Consider Agenda (20 min.)

- Approve [5/19/21 Meeting Minutes](#)
- Treasurer's Report [Monthly Financial Report](#) and [Bank Statements](#)
- FY 2021 Draft Budget Proposal (final draft at Annual Meeting)
- 2021 – 2022 Draft Membership Renewal Letter & Form

2. SC COLA Board 8/11/21 Annual Meeting Planning (50 min.)

- Opening & Consider Agenda (5 min.)
 - Approve [6/9/21 Meeting Minutes](#)
 - Treasurer's Report [Monthly Financial Report](#) (included in Annual Report)
- Updates (25 min.)
 - Starry Trek 2021 on Saturday, August 21st
 - Status of Sherburne County Waters
- 2021 – 2022 Board Elections (5 min.)
- 2020 – 2021 Annual Report and FY 2021 Budget Approval (20 min.)
- AIS Early Detection and Rapid Response Task Force (15 min.)
- Meeting Follow-up Recap and Closure (5 min.)

3. Meeting Follow-up Recap and Closure (5 min.)

SC COLA Executive Committee Upcoming Meeting Dates: 9/29, 11/17, 1/26, 3/30, 5/25

MINUTES

Attendees: Dan Cibulka, Scot Chapman, Patrick Plant and Chris Weber.

1. Opening & Consider Agenda (15 min.)

Chris moved to approve agenda, Scot seconded, motion passed.

- Approve [5/19/21 Meeting Minutes](#)

Patrick moved to approve minutes, Chris seconded, motion passed.

- Treasurer's Report [Monthly Financial Report](#) and [Bank Statements](#)

Chris shared financial reports with the group, including a comparison of profit & loss from this year versus last year. Scot moved to approve the Treasurer's Report, Patrick seconded, motion passed.

- FY 2021 Draft Budget Proposal (final draft at Annual Meeting)

Discussion was held about the type of financial documents to present and how to best present them. Patrick and Chris will work together to prepare documents and place on a PowerPoint for presentation.

- 2021 – 2022 Draft Membership Renewal Letter & Form

Patrick shared a draft of the COLA membership renewal letter. The group decided to send out the letter in early August, to get groups discussing membership earlier on. The letter will go out on August 2nd and request that dues be paid in mid-September.

2. SC COLA Board 8/11/21 Annual Meeting Planning (50 min.)

We are looking to hold the Annual Meeting as a hybrid meeting this year unless something dramatic happens related to COVID. The in-person portion will be held at the Sherburne SWCD office. Discussion was held regarding meeting agenda items below.

- Opening & Consider Agenda (5 min.)

- Approve 6/9/21 Meeting Minutes
- Treasurer's Report Monthly Financial Report (included in Annual Report)

- Updates (25 min.)

- Starry Trek 2021 is on Saturday, August 21st

Discussion will occur on Starry Trek 2021. This year Dan plans to include an element to look for Golden Clams, so additional equipment will be used by volunteers.

- Status of Sherburne County Waters

Dan will present a PowerPoint which will give a high-level overview of water quality in the county.

- 2021 – 2022 Board Elections (5 min.)

Dan and Scott R. will report the Nominations Committee slate of nominees and conduct the elect of the Vice Chair and Treasurer positions.

- 2020 – 2021 Annual Report and FY 2021 Budget Approval (20 min.)

Chris will send Patrick annual budget summary slide to include in the PowerPoint. Patrick will create the highlight slides for the year.

- AIS Early Detection and Rapid Response Task Force (15 min.)

The AIS EDRR team will share updates related to the template document. Dan and Patrick have met to develop this further and it is now in good shape for Cindi to work it into a graphic format.

3. Meeting Follow-up Recap and Closure (5 min.)

Patrick will work out the logistics with Dan for setting up our first hybrid meeting on 8/11/21. Please see meeting follow-up action items underlined above within the minutes.

Chris moved to adjourn at 4:54 p.m.

Meeting minutes submitted by Dan Cibulka, Sherburne SWCD ex-officio representative.