

ALABAMA DIVISION SAF

Conference Call Minutes

December 7, 2010

I. Call to order

Division Chair Tim Albritton called the conference call of the Executive Committee (ExCom) to order at 9:35 a.m.

II. Attendees

Members

Tim Albritton, Chair
Chris Erwin, Chair-Elect
Ed Lowenstein, Treasurer
Brian Bradley, Secretary

Guests

Kevin Guthrie, 2011 Program Committee Chair

III. Approval of Minutes From Last Meeting

A motion to approve the minutes from the September 21, 2010 conference call sent electronically to the ExCom was unanimously approved.

IV. Treasurer's Report

Ed presented the following report:	\$ 4,689.60	Checking Account Balance
	\$10,235.01	Development Fund CD
	<u>\$ 5,736.55</u>	Working Fund CD
	\$20,661.16	Total Funds

Both CD's have been renewed at a 0.3% interest rate. Motion to accept report made by Brian, seconded by Chris, unanimously approved. The purpose of the Working Fund CD is to provide emergency operating funds for the AL Division. The purpose of the Development Fund CD is to promote professional foresters in Alabama.

V. Old Business

2011 AL Annual Meeting: Kevin reported on the status of the meeting and arrangements:

- A \$1,000 deposit has been paid to the 4-H Center for hosting the event on May 20-21, 2011
- March 25 is deadline for filling our allotted housing slots
- Three meals per day are included in the lodging cost and he suggests having supper on Friday, 20th, breakfast Saturday morning & ending with lunch on the 21st
- Tim suggested a Friday afternoon session, 1:30 -5:00 pm, followed by supper with awards
- Chris suggested having a breakout session on Friday afternoon, perhaps PLT facilitator training or Walk in the Forest education opportunities
- The Auditorium is available Friday morning (9am) if needed for meetings
- Registration fees - **Kevin and Ed** will develop and email a proposal for the ExCom to be discussed and then distributed to the Division members in *January*
- Program and Local Arrangements assistance: **Tim** will request the Cahaba Chapter's Chair Danny Norman and Katie Heath handle local arrangements; **Chris** volunteered to help Kevin with correspondence
- Tim asked **Kevin** to put together a list of potential topics and speakers and send to the ExCom by email for comments

Board of Registration for Foresters: Tim attended the Board's summer meeting and in October submitted three names with bios to the governor's office with copies to the Board. Joe Roberson, Otis French and Mike McCorvey were the three nominees from the Division to fill a seat on the

Board as required by our bylaws. **Tim** will send a copy of all correspondence to the incoming Chair.

Chris reported the 2011 Forestry Registration & Licensing Committee will be:

Katie Heath, Chair	Heather Wierzbicki
Leh Bass	Tim Albritton
Tom Carignan	Chris Erwin, Ex Officio member

2011 Officers: The national SAF has requested the names and contact information for all Division & Chapter officers by December 31, 2010. Division elections have not been held but the slate of nominees have no opposition, so unless write-in candidates prevail, the following will be the new officers:

Chair-elect – Walter Cartwright
Secretary – Rick Oates
Treasurer – Ed Lowenstein

Ed reported the 2011 War Eagle officers are: Erm Venuto - Chair
Leh Bass - Chair-elect
Bob Lowe - Secretary

Brian will contact each chapter chair and report new officer information to the ExCom and Business Manager Doris Jefferson prior to the end of the year.

Awards: **Tim** will work with the Awards committee to facilitate the awards for 2011 (Hall of Fame, Outstanding Young Forester & Golden Membership). Ed mentioned the logistics of getting award plaques and recommended using a local Auburn-Opelika company that already has the SAF logo set-up from previous work thus avoiding additional set-up fees with another company. The Extension System, Alabama Forestry Commission and Auburn have been contacted about potential OYF award nominees with no success. Brian asked that the USFS be contacted.

VI. New Business

- 1. SESAF Conference Call Update:** Tim reported ASG, the company SESAF employs to handle various administrative tasks, will be leaving us after the February annual meeting in Tallahassee. **Ed** will investigate future AL Division conference call logistics through the AU Extension System since ASG previously handled this work for us. Tim requested reimbursement from SESAF for hosting the 2010 Annual meeting in Auburn and the request was unanimously approved resulting in a payment of \$770 (approximately \$10 per attendee as was agreed in years past).
- 2. Monetary Grants, Budgets & Agendas:** Chris asked about policies for handling Division grants, setting a yearly agenda and budget. It was stated the Chair and ExCom have wide latitude to develop a plan of action for their tenure. Tim suggested that the person applying for a grant send a copy to the ExCom for review & comment. Chris stated he has submitted a grant to the Forests Forever foundation to help defray the costs of implementing a Walk in the Forest educational program in each of the chapters. The \$5,500 grant would provide each unit with \$500; unused funds would be returned to grantor. Chris asked for approval by the ExCom that if the grant is approved, the chapters would be notified at the 2011 annual meeting—unanimous approval.
- 3. 2011 ExCom Meeting Times:** Chris set the second Wednesday of the second month of each quarter as the date for ExCom meetings. Start times will be 1:30 pm CST.

February 9	August 10
May 11	November 9
- 4. Nominations Committee Charter Amendment:** Brian asked that the ExCom approve a change to the Nominations charter to reflect the dates referenced in the Division bylaws. Motion by Tim, second by Ed, unanimously approved.

VII. Adjournment

Tim adjourned the meeting at 10:38 am. **Next Conference Call: February 9, 2011 @ 1:30 cst.**

Minutes submitted by: Brian Bradley, Secretary

Minutes approved by: **[Name]**