



New York State Federation of Lake Associations, Inc.

Meeting of the Board of Directors
September 30, 2017

Appley Center Room 3
White Eagle Conference Center
Hamilton, NY

Present

Rich Henderson, President
Bill Harman, Vice President
Walter Dutcher, Treasurer
Donald Cook
Jim Cunningham

Matt Dombrowski
Tarki Heath
George Kelley
Dean Long
Laurel Mann

Theresa Mayhew
John Slater

Absent

Matthew Albright
Janet Andersen, Secretary
John Jablonski

John Murad
Bob Rosati
Rebecca Schneider

Robert Thill
Kristin Wilde

Also in Attendance

Nancy Mueller, Manager

Scott Kishbaugh, NYS DEC

- 1. Call to Order.** President-Rich Henderson called the meeting to order at 10:01AM. Nancy Mueller agreed to serve as Secretary in the absence of Janet Andersen.
- 2. Minutes of the May 5, 2017 Meeting.** Don Cook, and Terri Mayhew seconded that the minutes of the May 2017 Board meeting be approved, and the motion carried.
- 3. Treasurer's Report.** Walter Dutcher reviewed the financial status. Changes to statement that he recently emailed to the Board include some income from the Western Regional Conference and CSLAP related payroll issues that have been sorted out. Also, the invoice for CSLAP from Upstate Freshwater Institute was received for over \$91K. They expect to be paid within 30 days. Walter stated that he will transfer funds from the investment account to pay the bill, and he will follow up with a voucher to DEC for reimbursement. Richard Henderson reported that the investment accounts continue to do well and have provided good flexibility for us. Donald Cook moved to accept the Treasurer's report, Jim Cunningham seconded, and the motion carried.
- 4. CSLAP Committee.** Scott Kishbaugh provided a written summary. The response to the new format for the individual lake reports has been favorable. Nne regional reports have recently been completed and are on the website. The addition of the 11 Finger Lakes was funded with NYS Environmental Fund (Ocean and Great Lakes) grant money. This should be ongoing for at least five years. Training took place in early June. The Finger Lakes HUB staff have been added to CSLAP Committee conference calls, and things went relatively smoothly until the last few weeks when the Finger Lakes all started to have Harmful Algal Blooms. This included a bloom in Skaneateles Lake, which has very low nutrient levels, and it has impacted public water supplies. Dr. Greg Boyer, SUNY ESF, has also been detecting homoanatoxin which was not previously detected. Over the next few weeks, Scott will be working with the Finger Lakes HUB and others to investigate be needed for management and what funds may be required in the next grant cycle. Upstate Freshwater Institute has received funding to look at Contaminants of Emerging Concern (sucralose, caffeine, microcystin,etc.) which may involve some of the CSLAP lakes.

5. **Office Report** – Nancy Mueller reported that she attended the Adirondack Lake Alliance meeting in August which had a strong focus on lake and watershed management/planning. Most Adirondack lakes don't have management plans which hinders them from applying for grants. The conference was an excellent start that should be continued at our own annual conference in May. Articles are needed for the fall "Waterworks". It needs to head to the printer before Nancy leaves for NALMS (November 6th). Nancy will be presenting a talk on CSLAP in the Finger Lakes at this year's International Symposium. Nancy also reported that over \$10,000 in grant funding has been secured for a Hydrilla related project in collaboration with the Finger Lakes PRISM.
6. **Gift to Oneonta** – Nancy Mueller and Rich Henderson presented the spreadsheet scoring the lakes that students have selected to work on (Butterfield Lake, Forest Lake/Lake Allure, Piseco Lake, and Lake Ronkonkoma). The highest score went to the Northwoods Association (Forest Lake/Lake Allure). The Cortland-Onondaga Federation of Kettle Lakes Association lakes (Song, Tully & Crooked) will be in their 2nd year of the program. Don Cook moved that we support the work on Forest Lake/Lake Allure for their 1st year and continue the 2nd year on the COFOKLA Lakes. Terri Mayhew seconded the motion. Bill Harman abstained. The motion carried.
7. **LUNCH**
8. **Review and Discussion of 2017 Conference Survey** – Richard Henderson summarized the results of the 2017 conference survey. The response rate was very low. Over 90% of attendees rated the conference as good or very good. Overall, the input was not greatly different than in past years.
9. **2018 Conference** – Discussion ensued regarding the theme of the 2018 conference with an emphasis on watershed management and the history of our organization. Nancy was asked to invite Erick Tichonuk from the Lake Champlain Maritime Museum to give an "encore" presentation of his Plenary Session talk at the NALMS Saratoga meeting (History of Lake Champlain/Lake George area) including honoraria. Nancy will order "Save the Date" postcards to mail out. A Call for Abstracts was discussed, but we need names/addresses of potential presenters to mail them to. Nancy reminded the Board that Scott Kishbaugh will not be available on Saturday so CSLAP training would probably have to move to Friday afternoon –or be done without him. Nancy will double check with Kristen Wilde on the availability of the Floating Classroom and/or other vessels that may be available. **It was agreed that the NYSFOLA Board of Directors should meet Thursday afternoon (May 3rd)** to free up time to attend the conference sessions. Nancy noted that Laurel Mann will not be available this year to do name tags, meal tickets, and registration folders. This is a void that needs to be filled this year. It was agreed that the Conference Committee should begin meeting via conference call and perhaps meet at Fort William Henry if possible in November.
10. **Continuity Planning** –Richard Henderson discussed having Standard Operating Procedures prepared and housed at the NYSFOLA Conference. He sent a list of recommended SOPs to the Board and will revise based on input received. Nancy Mueller suggested that the Board revisit the role/job description of the NYSFOLA Manager and the potential for splitting that position from the Assistant CSLAP Coordinator noting that as CSLAP has grown, the ability for someone to do justice to both positions has diminished. *John Slater asked that Nancy, Dean Long and Scott Kishbaugh begin to review the issue and come up with a proposal for the Board of Directors that includes funding mechanisms.*
11. **Website RFP and Items to Include** – Richard Henderson has received feedback from his proposed RFP. It was strongly suggested that we use standard platform such as WordPress. However, Walter Dutcher cautioned that some vendors have their own proprietary versions and that we need to be careful in our wording. Nancy Mueller stated that she would prefer not to have a "Members Only" section because it requires more time setting up and approving logins, passwords, etc. The one on our current website is not used. Jim Cunningham suggested that we carefully consider setting up a score sheet ahead of time to review proposals. Best value? Low bid? *A Website Committee was established with Jim Cunningham serving as Chair and members Richard Henderson, Nancy Mueller, Walter Dutcher, and Matt Dombrowski.*
12. **Budget Input and Discussion** – Jan Andersen previously sent a preliminary budget for review. It was agreed that a \$5,000 line item should be added for moving the new website forward. *Dean Long moved to accept Jan's draft as a working budget with the addition of funds for the website. Laurel Mann seconded the motion, and it carried.*

(after this discussion, Tarki Heath and Theresa Mayhew left the meeting).

- 13. Position Papers/Letters SOP** – After some discussion about the best way to handle comments to government agencies, etc., *Dean Long moved that all comment letters need to be circulated to the Board of Directors and Manager 7 days prior to the comment deadline to give time for feedback. Letters should be sent on NYSFOLA letterhead and signed by either Richard Henderson or Nancy Mueller on behalf of the NYSFOLA Board of Directors.* John Slater seconded the motion, and it carried.
- 14. Urgent New Business & Action Items Review** – Walter Dutcher noted that we usually have our “Give a Gift to NY Lakes” in the fall, and he moved that we do so again this year. John Slater seconded the motion, and it carried. He also noted that former Treasurer, the late Donald Keppel, is still a signatory on our bank account, and he needs a death certificate to remove him. Nancy and Walter will work on getting this taken care of.

Action Items: Conference Committee Meeting before NALMS, Continue website RFP, CSLAP/NYSFOLA position review, conference speaker/topic suggestions to Nancy, Gift to NY Lakes

On a motion by Donald Cook, seconded by Dean Long, the meeting was adjourned at 2:55PM

Respectfully submitted,

Nancy Mueller, Manager