

**PACD Ways and Means Committee Minutes**  
**Zoom Web Conference**  
**Tuesday July 14, 2020**  
**10:05 a.m. to 10:34 a.m.**

**Welcome and Roll Call**

Chairwoman Sonia Wasco welcomed everyone and called the meeting to order at 10:05 a.m. with a quorum present.

*Committee members in attendance:* Mary Ann Bower, Northumberland; Dean Druckenmiller, Berks; John Dryzal, Cambria; Donald Koontz, Mercer; Cliff Lane, McKean; Bill McFadden, Lehigh; Kenneth Meck, Lancaster; Sonia Wasco, Lancaster; Samuel Worley, Franklin; Donna Zofcin, Forest

*Others in attendance:* Adam McClain, Adams; Mike Price, PACD President, Beaver

*PACD staff in attendance:* Amy Brown, Program Manager; Jann McNamara, Administrative Assistant; Brenda Shambaugh, Executive Director; Lisa Jo Suhr, Director of Operations

**Minutes of Previous Meeting**

The minutes of the two previous meetings, January 22, 2020, and May 18, 2020, were provided to members for review.

*It was moved by Bill McFadden and seconded by Donna Zofcin to approve the minutes of the January 22, 2020 meeting. Motion carried.*

*It was moved by John Dryzal and seconded by Mary Ann Bower to approve the minutes of the May 18, 2020 meeting. Motion carried.*

**Proposal for Updated Phone Service**

Sonia gave an update on the phone service in the office. A proposal and supporting information were provided to the PACD Executive Board at their June 2, 2020 meeting. Molly Burns explained that the association's current phone system is outdated and needs to be replaced. We learned that Bluetek IT, who managed our shift to a cloud-based server, works with clients to identify and install VOIP cloud-based phone systems and asked them to comparison shop for the association. They provided us with a recommendation and two additional proposals for comparison and reference. They recommend we go with Nextiva, who provided the lowest quote and has an excellent track record. The additional cost to switch to the new system is estimated at approximately \$1,000 up front and \$85 additional per month. The Executive Board motioned and approved the proposal.

## **2020 Spring PACD Region Meeting Report**

The 2020 Spring PACD Region Meeting summary was reviewed by the committee.

Brenda Shambaugh highlighted the 2 motions from the region meetings:

- All six PACD regions voted to support the Invasive Species funding, which was proposed by the PACD Executive Board, on January 21, 2020, and supported by the PACD Conservation and Legislative Committees on January 22, 2020.

*PACD encourages the PA Department of Agriculture and related agencies to develop a delegated agreement with conservation districts to provide funding and authority to battle invasive species.*

- DEP changed Armstrong Conservation District's region to North West Region. Therefore, Armstrong Conservation District requests the same change in the PACD region.

*A conservation district may request to change it's regional affiliation at any Annual Meeting, provided that PACD receives written notice of any change, signed by the Chairman of the Conservation District Board, at least seven days before the meeting at which voting is to occur.*

## **Review of the FY 2019-2020 year-end Financial Reports**

The committee reviewed the June 30, 2020 year-end financial reports.

## **FY 2020-2021 Dues Structure and Draft Budget**

The committee reviewed the dues structure and draft budget. Staff pointed out that adjustments were made to the draft budget by the executive board, that were recommended by the Ways and Means committee. Chair Sonia Wasco noted that the 2020-2021 budget was recommended by the Executive Board to be forwarded to the Executive Council as amended.

## **New Business**

Brenda Shambaugh reported there were some issues with the Condo Association's air conditioning unit, which caused some damage to the PACD offices, and that the Condo Association is has taken responsibility for making repairs.

## **Adjournment**

*It was moved by Cliff Lane and seconded by Donald Koontz to adjourn the meeting. Motion carried*

The meeting was adjourned at 10:34 a.m.