

Upper Delaware Council  
**OPERATIONS COMMITTEE MEETING MINUTES**  
**March 22, 2011**

Committee Members Present: Rando, Richardson, Niflot, Rajs, Peckham  
Committee Members Absent: Roeder  
NPS Partner: McGuinness  
Staff: Douglass, Soete, Coney  
Guests: D. Conway, D. Keesler

The UDC's Operations Committee held its monthly meeting on Tuesday, March 22, 2011 at the Council office in Narrowsburg, NY. Committee vice-chairperson Scott Rando conducted the meeting that he called to order at 6:40 p.m. Rando announced that the Damascus Township Supervisors removed their representative to the UDC (Dolores Keesler) and therefore not only was this committee now lacking a chairperson but the Council was as well. Rajs, Richardson and Niflot echoed their sentiments thanking Keesler for her time and service on the board and that she did a wonderful job as chairperson following the River Management Plan. Keesler was attending the meeting as a River Valley resident and confirmed Rando's assessment. The Council had not been formally informed of the removal by the township. Apparently the township is looking for a successor to fill the vacancy.

**Public Comment on the Agenda:** None

**PR/Fund Raising Specialist's Report:** In lieu of Ramie's absence due to personal business, Douglass reviewed action items from her report. Research into the UDC conducting a raffle as a fund raiser seemed to indicate that it could conduct such a raffle. Richardson made a motion to go ahead with the raffle mentioned for the UDC awards ceremony; it was seconded by Rajs and carried. Tickets could go for \$5 for one or \$20 for 5. Staff would follow through with this project.

Ramie provided information on the time it would involve for her to participate with the leadership team for the Delaware River of the Year events. A handout was also provided. Ramie wrote that she recommended the Council participate in the River of the Year activities to support the river's high profile selection and to maintain our organizational partnerships; and that the time commitment she'd have would be promoting the Upper Delaware events for which we may choose our level of planning involvement. A motion by Richardson seconded by Rajs to participate in the River of the Year Upper Delaware promotion was carried.

Douglass said Ramie was seeking approval of meeting travel including: March 25 PennDOT Pond Eddy Bridge site meeting, either her or Douglass would attend. April 17 UDC awards ceremony at Central House. April 20 D & H quarterly meeting at Wurtsboro. April 29 GOLS meeting with Rep. Nan Hayworth in Goshen. A motion by Rajs seconded by Richardson approving travel for Ramie was carried.

There was discussion how staff extra time at the awards ceremony would be handled since it would entail an over-40-hour week. Niflot noted that if you don't work at the event, you don't get time off. However, staff should be comped to the event. He also mentioned that he was not requiring staff to attend the ceremony. Richardson suggested time off as we've been doing to keep the hours down. Douglass would work that out with staff.

Ramie had mentioned in her written report that her PC needed work that will be handled by the Council's IT person. The age of staff computers was discussed again by the committee. While acknowledging it was time for an upgrade, seeking grant funds to do so was suggested.

Ramie provided the committee with copy of the news release announcing the awards ceremony honorees and a blank reservation form for the members to use with a RSVP deadline of April 8.

**Executive Director's Report:** None

**Old Business** None

**New Business**

**Summary of pending bills / financial statements:** The committee reviewed the summary of pending bills. On motion by Rajszy seconded by Niflot and carried, the bills were approved for payment. The financial statements for period ended Feb. 28, 2011 were handed out for review.

**FY11 Federal Funds Status Report:** Coney informed the committee that the federal funds requested through March were received. The Congressional continuing resolution has been extended to April 8. No further funds would be forthcoming until a determination was made by DOI-NPS after hearing what would happen after April 8.

**UDC Resolution 93-02 Adopted with Five-Year Fund Raising Plan:** The committee was provided with, at the request of Keesler at the last meeting, copy of resolution 93-02 passed in April 1993 approving a five-year fund raising plan for the UDC. While some items in the plan have been completed, there were many others that could provide a basis after review of an updated fund raising plan. Peckham felt the committee should review the report and bring their ideas for fund raising to the committee meeting. Rajszy asked if external individuals could be on a fund raising subcommittee. She was told yes, and she said Keesler could be on it.

**Other:** Richardson noted that Douglass was to research fuel usage before and after new boiler installation. He suggested that the research should look at the amount of fuel used between the old boiler and new; of course weather conditions would play into that as well. He asked Douglass to do that report for the next meeting.

The committee was informed of the next steps that would be taken to fill the vacancy of UDC Chairperson for 2011 given Keesler's removal. According to the UDC Bylaws, Article IX-Section 3: The Nominating Committee shall also select candidates for nomination to vacancies created and to be filled between Annual Meetings of the Council. The Nominating Committee consists of Jack Niflot (Town of Fremont), Larry Richardson (Town of Cochection), and Fred Peckham (Town of Hancock). Rajszy said that she, as UDC vice-chairperson, would task the nominating committee at the April UDC meeting with coming up with candidates for the chairperson's vacancy to be reported at the May UDC meeting, and at which a vote would be taken.

**Public Comment** None

**Adjournment** A motion by Rajszy seconded by Peckham to adjourn the meeting at 7:31 p.m. was carried.

Carol Coney, Office Manager