



**Wood-Pawcatuck Watershed Association  
Board of Trustees Meeting**

**Agenda**

**January 17th, 2013 6:30pm**

**CANCELED DUE TO LACK OF QUORUM 1/14/2013**

**Attending:** M. Grant, L. Bottaro, H. Drew, H. Ward, C. Fox, **Regrets:** G. Cunningham, N. Hess, P. August, A. Desbonnet, A. Morrison, D. Ionata, **Unconfirmed:** T. Boving, W. Galloway

**1. Call to Order 6:30-6:40pm**

- a) Attendance
- b) Approval of Minutes: 11/15/12 Meeting
- c) Introductory Comments –M. Grant

**2. Exec. Session 6:40–7:00pm**

- a) 2012 Exec. Dir. Review & 2013 Employee Raises –M. Grant

**3. Presentation 7:00–7:30pm**

- a) Wild & Scenic – D. Poyer

**4. Old Business 7:30–7:40pm**

**5. New Business 7:40–8:00pm**

- a) By Law Review Committee Appts – L. Bottaro (C), A. Desbonnet, D. Ionata, W. Galloway
- b) Nominating Committee Appts – P. August (C), M. Grant, H. Drew,

**6. Reports 8:00-8:25pm**

- a) President – M. Grant
- b) Executive Director - C. Fox
- c) Treasurer – P. August **TABLED UNTIL FEBRUARY**
- d) Board Development Committee – H. Drew(C)

**7. Conclusion 8:25-8:30pm**

- a) Closing Remarks
- b) 2013 Meeting Dates – 2/21, 3/21, 4/18, 5/16 (An Mtg), 6/20, 7/18, 8/15, 9/19, 10/17, 11/14, 12/? (Appreciation Party)
- c) Motion to Adjourn

**Cancellation Email Issued 1/14/13 @ 12:45PM**

**Directors,**

**This Thursday's Board Meeting has been postponed until February 21<sup>st</sup>, 2013 at 6:30pm due to a lack of quorum.**

**In order to conduct the needed business this month, please read the following.**

**Committees**

I have spoken with Mal and he has requested that I notify you of the following appointments:

**1 Nominating Committee - Pete (chair), Mal & Helen:** *If you would like to opt out of serving on this committee, please let me know ASAP and I will inform Mal.*

Please work on soliciting officers for the June elections. Alan is interested in the presidency.

**2 Bylaw Review Committee (Ad-Hoc) - Laura (chair), Alan, Dante, and Walt:** *If you would like to opt out of serving on this committee, please let me know ASAP and I will inform Mal.*

Review bylaws and come up with a set of recommended changes and edits. The specific charge of the committee involves reviewing the existing bylaws and developing revisions to correct errors, modernize language to better fit currently available technologies, and amend as appropriate and necessary, changes resulting from organizational planning, for review of the board not later than the April 2013 board meeting, and subsequent adoption by vote of the members at the 2013 annual meeting, if appropriate.

### **Evaluations**

Mal asks that **Pete** circulate the final staff evaluation results by email. Once that is complete, Pete will call for a motion to approve the evaluations and recommended raises. Next, Pete will call for a meeting of the Exec. Com. with the ED to review all the evaluations formally. This can be done at the front end of the February board meeting or in a stand-alone meeting in January.

### **Board Development Committee**

**Helen** (chair) has a motion that must be put forth by email this month. She will ask for a motion to postpone the committee's report date for nominations until the April meeting as we expect the strategic planning session will provide some guidance to that task. She may chose to also include an update on the work the committee has completed in the last few months, or table that report until February's meeting. The committee has an updated matrix to share with the board as well.

### **November Minutes**

**Laura** is working to finalize the November meeting minutes, of which the timing of their completion now becomes less critical. Once she has completed the minutes, I will post them to our new Board Webpage and announce to the full board that it is available upload.

### **Presentation**

I will work with Denise to hopefully reschedule her Wild & Scenic presentation to our February 21<sup>st</sup> 2013 board meeting.

### **Meeting Reminders**

**1 Board Governance Training** (board member attendance is strongly recommended)

**WHEN:** Tuesday, January 22<sup>nd</sup>, 2013 ***RSVP to Chris (RIF) by 3pm on 1/18/13*** **TIME:** 12-4pm (lunch 12-1pm) **WHERE:** Rhode Island Foundation, 1 Union Street #6 Providence, RI 02903

*\*See Board Documents Webpage for meeting reference guide "Governance Training Materials"*

*Instructions: Click on Organizational Planning, then click on RI Foundation INE*

**2 WPWA Strategic Planning Workshop** (attendance is mandatory)

**WHEN:** Saturday February 9<sup>th</sup> 2013 **TIME:** 9-4(ish) **WHERE:** WPWA Conference Room (lunch will be provided) *\*Details coming next week after Exec Mtg with the consultant*

**3 2013 Board Meetings (6:30-8:30pm):** 2/21, 3/21, 4/18, 5/16 (Annual Meeting), 6/20, 7/18, 8/15, 9/19, 10/17, 11/14, 12/TBD (Appreciation Party)

Cheers,  
Chris