



DELAWARE CENTER FOR THE
INLAND BAYS
 Research. Educate. Restore.

BOARD OF DIRECTORS' MEETING MINUTES

Center for the Inland Bays
 Indian River Inlet Facility
 JUN 02, 2017
 Approved SEP 15, 2017 with edits

ATTENDANCE

<i>Board Members Present</i>	<i>Board Alternates Present</i>
Joanne Cabry (Chair, House)	
Diane Hanson (SCAT)	<i>Center for the Inland Bays Staff</i>
Susie Ball (Secretary Vice Chair , CAC)	Chris Bason
Vickie York (Board Elected)	Emily Seldomridge
Michelle Price-Fay (EPA)	Andrew McGowan
David Baird (Treasurer, SCD)	Marianne Walch
Sec. Michael Scuse (DDA)	
Rob Robinson (Senate)	<i>Members of the Public</i>
Heidi Gilmore (Board Elected)	Tyler Monteith (DNREC)
Jonathan Forte (Board Elected)	
Todd Lawson (Sussex County)	
Scott Andres, STAC	
<i>Board Members Absent</i>	
Sec. Shawn Garvin (DNREC)	

CALL TO ORDER/MEETING AGENDA REVIEW/WELCOME

Chair Joanne Cabry called the meeting to order at 9:37 a.m. She introduced the Center's Outreach & Education Coordinator, Morgan Pitts, who discussed his background. J. Cabry also acknowledged the Center's Environmental Scientist, Andrew McGowan. She directed attention to the agenda and indicated that the items under Potential Executive Session were to move to under New Business. She requested any additional changes to the agenda and heard none.

SECRETARY'S REPORT

Vickie York asked if everyone had a chance to review the minutes from the previous meeting and requested any corrections. Hearing none, she requested a motion to approve the minutes which was made by Susan Ball and seconded by Heidi Gilmore. The vote for approval was unanimous.

TREASURER'S REPORT

David Baird provided the report. He directed the Board's to the budget summary and requested questions. Hearing none, he moved for acceptance of the summary and was seconded by Scott Andres. The motion passed unanimously. He then directed attention to the proposed FY18 budget that was recommended for approval by the Finance Committee. Chris Bason commented that the budget was developed under uncertainty and that the bottom line was likely to increase significantly given recent news about the status of the Center's operating grants. D. Baird moved to adopt the proposed budget and was seconded by V. York. The vote for approval was unanimous.

REPORTS

Citizens Advisory Committee (CAC)

Susan Ball reported the last meeting was devoted to the CCMP update. The Outreach subcommittee is working on a speaker's bureau.

Scientific & Technical Advisory Committee (STAC)

S. Andres reported that STAC sponsored an Emerging Contaminants symposium in March.

Development Committee

H. Gilmore reported that the first meeting of the Committee scheduled for April was postponed due to personal issues. Potential members are under consideration. Decked Out is set for August 3rd and the Tidewater Utilities Golf Tournament is scheduled for August 14th. A preapplication for the ORPT of DNREC is in preparation for the James Farm Master Plan Phase I Implementation. The Carl. M. Freeman Foundation will have a summer kickoff party in June to benefit the Center. Steve Maternick thanked Sussex County for their assistance with the James Farm Master Plan. He requested that the Board help sell helicopter ball drop tickets for the Tidewater Golf Tournament. Steve reviewed the annual progress to date for the Center's Development Program. Todd Lawson requested a schedule of Center events for the summer.

DNREC

Bob Palmer reported that Shawn Garvin signed the Secretary's Order for the City of Rehoboth's Ocean Outfall. He reported that a significant budget shortfall for DNREC for the next fiscal year exists but that federal budgets for environmental programs were passed with few cuts. J. Cabry asked what the next steps were for the ocean outfall and he replied Rehoboth will begin construction of the outfall and begin addressing their storm water issues. C. Bason distributed a letter from C. Bason and S. Andres to the Board summarizing the facts about the ocean outfall that was reviewed for the Board by S. Andres. He offered a future presentation to the Board on land-based wastewater application. David Baird confirmed that the City is under mandate to remove its wastewater discharge to the Lewes & Rehoboth Canal by 2018.

OLD BUSINESS

CCMP Update Board Workshop Review

Emily Seldomridge distributed a draft summary of the themes that were developed during the workshop and reviewed it. Climate change, general outreach, and protecting wetlands were important areas of focus. Each theme will include the elements of advocacy, data collection and dissemination, education and outreach, and implementation. B. Palmer suggested that sustainable agriculture be a clear theme. C. Bason acknowledged that today was Emily's last day of work with the Center and he and the Board thanked her for her service with a gift.

NEW BUSINESS

Board discussion and vote of updated leave policy for CIB staff

J. Cabry requested a motion to table the discussion for a paid family and medical leave plan for the Center until the next Board meeting so that the Executive Committee can work with a consultant to develop a plan. Diane Hanson made the motion and was seconded by S. Ball. The vote was unanimous. J. Cabry requested that the Board give the Executive Committee authority to develop a paid medical and family leave policy for the Executive Director for a single instance pertaining to the birth of his child in June. D. Hanson made the motion to give the authority and was seconded by S. Ball. The vote for approval was unanimous.

Proposed FY2018 Workplan Presentation

C. Bason reviewed the workplan summary that was circulated to the Board with the Strategic Plan. The Executive Committee had approved the summary. New proposed projects include the Read Ave Living Shoreline Demonstration Projects and the Sunset Park Living Shoreline Projects. He reported that the final phase of the Angola Neck Reforestation Project's final phase will be completed and that planning for the Wolfe Neck Project will be completed. He described the proposed partnership project between the Center and the County to determine nutrient loads applied in wastewater from different facilities in the watershed and to assess the potential impacts of sea level driven flooding on wastewater infrastructure. The project has been proposed to the DNREC Sustainable Communities Grant Program. He requested questions on the summary. Hearing none, J. Cabry requested a motion to approve the summary. S. Ball made the motion and was seconded by D. Hanson; the vote was unanimous.

Review of CIB Strategic Plan

C. Bason provided the review of progress toward the three-year plan at the two-year milestone with a powerpoint presentation. He recommended that a new strategic plan development process be initiated beginning in January and that the services of a consultant to facilitate the process be contracted through the Delaware Association for Nonprofit Advancement. J. Cabry requested that a copy of C. Bason presentation be distributed to the Board and that the Board consider the proposal at its next meeting. [The presentation was emailed after the meeting].

CIB Environmental Monitoring Results

Marianne Walch relayed that monitoring is an important part of the Center's work and the CCMP. The Center's Environmental Monitoring Plan is going under review by STAC now. Andrew McGowan presented information on four monitoring programs of the Center: the inshore fish and blue crab survey, the horseshoe crab monitoring project, the long-term saltmarsh monitoring project and the seaweed monitoring project. D. Baird inquired about how the monitoring worked its way back into policy discussions. A. McGowan replied that fish and horseshoe crab surveys will be used to assess the effectiveness of living shoreline demonstration projects. Saltmarsh monitoring is used to identify marshes that could benefit from restoration. C. Bason replied that the biological data that the Center focuses on collecting itself is complementary to the chemical and physical water quality data collected by DNREC and others; and together the datasets provide a better picture to understand restoration efforts. C. Bason remarked that the Environmental Monitoring Plan has identified the need for continuous dissolved oxygen monitoring. Marianne Walch suggested a fish seining demonstration be provided for Board Members after the next meeting.

Executive Director Performance Evaluation

J. Cabry motioned that the Executive Committee, working with a consultant, conduct an evaluation of the Executive Director that will include but not be limited to his implementation of points on the Executive Director job description including input from the Center staff and input in writing from other members of the Board if they so choose. The Executive Committee would then submit a summary of their evaluation along with their recommendations to the Board at the next Board meeting or December Board meeting. Instead of entering Executive Session at this meeting, this motion would provide time for the evaluation to be developed. R. Robinson asked how this played into the evaluation from the EPA National Estuary Program. There is no Executive Director evaluation included in the EPA's 5-year review. V. York suggested that the motion be amended to submit a summary at the next Board Meeting. V. York made the amended motion and was seconded by D. Baird; the vote for approval was unanimous.

OPEN FORUM

Sec. Scuse reported that Sec. Garvin and he held a meeting of stakeholders (including the Center) to gather input for the Governor's response to the EPA's request for state positions on the Waters of the United States ruling/regulation. He reported that the Joint Finance Committee of the Delaware Legislature eliminated the marketing funds for the Dept. of Agriculture and that manure transport and nutrient management planning funds were considered for elimination. These programs are important to preserve because they are key for water quality maintenance in Delaware. He remarked that the legislature's proposed revenue package will resolve the problem of year to year budget shortfalls.

ADJOURNMENT

The Chair adjourned the meeting at 11:20 a.m.

Respectfully submitted,
Vickie York, Secretary/cwb –