



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

## BOARD OF DIRECTORS' MEETING MINUTES

Center for the Inland Bays  
 Indian River Inlet Facility  
 MAR 08, 2019  
 Approved MAY 22, 2019

### ATTENDANCE

<i>Board Members Present</i>	<i>Board Members Absent</i>
David Baird (Treasurer, SCD)	Jonathan Forte (Board-Elected)
Richard Mais (SCAT)	Sec. Michael Scuse (DDA)
Susie Ball (Chair, Board-Elected)	Todd Lawson (Sussex County)
Claire Simmers (CAC)	Sec. Shawn Garvin (DNREC)
Mike Dunmyer (Board-Elected)	Michelle Price-Fay (EPA)
Pat Coluzzi (Board-Elected)	Scott Andres (STAC)
<i>Center for the Inland Bays Staff</i>	<i>Board Alternates Present</i>
Chris Bason	Terry Deputy (DNREC)
Brittany Burslem	Chris Brosch (DDA)
Michelle Schmidt	Mike Hoffmann (EPA)
	Hans Medlarz (Sussex County)
<i>Members of the Public</i>	
Mike Bott (DNREC)	
Rich Dimmick	

### CALL TO ORDER/WELCOME/MEETING AGENDA REVIEW

Chair Susie Ball called the meeting to order at 9:32 AM and led the board in the pledge of allegiance. Attendees of the meeting introduced themselves. S. Ball polled the board on whether they were open to receiving board packets by email rather than via the mail. All were in favor of receiving packets electronically.

### SECRETARY'S REPORT

S. Ball requested a motion to approve the previous meeting minutes, Claire Simmers made the motion and Mike Dunmyer seconded.

## TREASURER'S REPORT

David Baird directed the Board's attention to the meeting notes from the previous finance committee meeting and the board budget summary which he requested Chris Bason summarize. C. Bason pointed out an increase in income of \$300,000 due to several new grants. D. Baird then referred to the 2018 audit and informed the Board that the finance committee did not feel it was necessary to have the auditor present the findings. D. Baird requested a motion to accept the auditor's report, Hans Medlarz made the motion and Pat Coluzzi seconded the motion. The motion carried.

D. Baird directed the Board's attention back to the February finance committee meeting notes which listed a number of decisions made in regards to the Center's endowment fund. C. Bason explained the conclusions the finance committee came to, the first being to move \$100,000 from the Delaware Community Foundation (DCF) to a Vanguard Low-Cost Index fund and the second being to move the remainder of the endowment fund to DCF's socially sustainable fund. D. Baird made a motion to approve the finance committee's recommendations as listed in the February 11th minutes, P. Coluzzi seconded.

D. Baird introduced a new interest-free, principal forgiveness loan program that DNREC will be offering to better utilize the state revolving fund loans and to implement conservation and water quality projects. Terry Deputy explained the program further, noting the minimum amount of loans is \$500,000 and the maximum is \$1,000,000. T. Deputy said the focus will be on improvement to water quality and the ability of the applicant to complete the project. S. Ball inquired as to what risks there would be for an organization like the Center for the Inland Bays. T. Deputy said that the only risk would be if projects were not finished but that DNREC would fund surety bonds as part of the program. C. Bason asked the Board whether they were open to participating in this sort of program so that staff could begin preparing applications. T. Deputy clarified that the info shared was not yet public knowledge. D. Baird expressed that he would be supportive of the Center moving forward with a loan through the program as described but that check-ins to evaluate the Center's financial standing would be needed along the way. S. Ball requested an informal show of hands as to which board members would be conceptually in favor of moving forward with a loan through the program as described and there were 5 votes in favor and 5 abstentions. H. Medlarz would like more information on a proposal.

## OTHER REPORTS

### Citizens Advisory Committee (CAC)

Claire Simmers reported the CAC met on January 17th and heard a presentation from DNREC on the Indian River power plant coal ash landfills. The CAC intends to continue researching this topic through additional presentations from site managers and the Natural Resources Damage Assessment Group. At the January meeting, the CAC approved the changes to the CAC operating rules, approved the membership of Tom Brett and heard a presentation from C. Bason on the State of the Bays. C. Simmers reported CAC member Janet Strickler resigned. The next April, June and November meetings will focus on the state of the creeks, the Indian River power plant coal ash landfills, and climate change, respectively. The CAC continues to recruit for diversity through various outlets and has several potential new members.

### Science and Technical Advisory Committee (STAC)

C. Bason reported that STAC continues to focus on getting input from the scientific community on the Center's efforts to pursue an estuarine hydrodynamic and water quality model as well as a watershed nutrient loading model. Several modelers presented to the STAC at the most recent meeting on what the Center should do in terms of pursuing an updated model.

### Development Committee

Mike Dunmyer reported the development committee has met twice since the last board meeting. Progress is being made on the James Farm Master Plan, with ground having been broken on Phase I, and the annual appeal is wrapping up. M. Dunmyer informed the board the focus of the development program going forward is the corporate community and major donors. The Center has acquired a major donor analytical tool and is looking at establishing a major donor club of donors who give in the \$10,000 range. The development committee continues to recruit new members. S. Ball reported plans are moving ahead for the 25th anniversary gala.

### **Delaware Department of Agriculture (DDA)**

Chris Brosch reported that the governor's proposed \$2.5M cover crop initiative has been favorably received by the joint finance committee. DDA's current plan is to send the money directly to the conservation districts to help fund at least 70,000 new acres of cover crops per year. C. Brosch reported a plurality, if not a majority of the cover crops would be planted in Sussex County.

## **OLD BUSINESS**

### **CCMP Update Progress and Next Steps**

Michelle Schmidt reported all individual signatory meetings have been held. All draft actions have been reviewed and updated with the feedback provided by the signatories. Internally, work has been done to draft performance measures for each action and those have been provided to each signatory for their review. A proposal has been submitted to the EPA for additional funding to complete a CCMP revision rather than an update. M. Schmidt explained that it would be the best use of our time to complete a revision rather than an update as the additional tasks required could be contracted out. C. Simmers questioned whether it would make sense to move forward with a revision even if the EPA did not approve additional funding. C. Bason, S. Ball and M. Schmidt all agreed it was worth considering. M. Schmidt reported there is a group signatory planning meeting scheduled for early April.

## **NEW BUSINESS**

### **Formation of CCMP Implementation Committee and Bylaws Update**

S. Ball explained that as a result of the EPA's program review, the Center was challenged to create a CCMP Implementation committee. S. Ball summarized the committee and directed the Board's attention to proposed changes in the Center's bylaws to allow formation of the new committee. S. Ball requested a motion to amend the bylaws with the proposed wording, H. Medlarz made the motion, P. Colluzi seconded. A vote was conducted and all were in favor.

### **Approval of CAC Member Application: Tom Brett**

C. Simmers reported Tom Brett has completed the application, attended the required meetings and met with S. Ball. C. Simmers described him as a business man, with involvement in several environmental groups. She recommended his approval for membership on the CAC. P. Coluzzi made a motion to approve Tom Brett as a member of the CAC and R. Mais seconded, all were in favor.

### **Approval of CAC Operating Rules Revision**

C. Simmers described the changes to the CAC operating rules to allow for faster on-boarding of new members, as well as language allowing for electronic meetings and the addition of several new committees to include membership, toxins, and climate change. P. Coluzzi moved to accept the CAC operating rules revision, R. Mais seconded, the motion carried.

### **FY2020 Budget Outlook**

C. Bason presented on the outlook of the Center's operating grants for FY2020. He reported the operating funds granted by DNREC has been steadily declining through the years and has been further cut by approximately 30% to \$120,000 for FY2020. The operating funds granted by the EPA remains steady at \$600,000 plus a possible additional \$25,000 for the CCMP revision. C. Bason reported he will be traveling to DC as part of the National Estuary Program's (NEP) annual spring meeting to meet with delegates and thank them for their support and encourage them to appropriate funds to the NEP in line with the recent NEP re-authorization. As far as the DNREC operating grant, C. Bason reported he presented to the joint finance committee on desired funding and will be conducting individual meetings with local legislators. P. Coluzzi reported she has spoken to representative Schwartzkopf about the decline in funding and that he is working with others to restore level funding or increase funding. S. Ball expressed disappointment that the Center found out about the cut in DNREC funding on their own rather than being notified by the DNREC Secretary who sits on the Center's board. M. Dunmyer expressed the need to have a strong Development program so that the Center remains sustainable. T. Deputy advised that the budget cut was an attempt to level funding between the Center and the Partnership for the Delaware Estuary.

### Introduction of Succession Planning Activities

S. Ball notified the board that she and C. Bason will be attending a succession planning training provided by the Delaware Alliance for Non-Profit Advancement and will be offering a brief succession planning update at the end of the May meeting. C. Simmers expressed a desire that succession planning also take part at the committee level at some point in the future.

### Nomination/Election of Board-Elected Directors

S. Ball introduced the board to Aimee Isaac, and described her as well spoken and an excellent advocate. P. Coluzzi described A. Isaac as dynamic and a great addition to the board. S. Ball requested a motion to accept A. Isaac for membership on the board. R. Mais made the motion and D. Baird seconded, the motion carried.

S. Ball introduced the board to Ken Sigvardson, a retired analytical chemist. K. Sigvardson is a member of the development committee, a member of Ocean View planning commission, and a donor to the Center. S. Ball requested a motion to accept K. Sigvardson for membership on the board. M. Dunmyer made the motion, R. Mais seconded, the motion carried.

### ADJOURNMENT

The Chair adjourned the meeting at 11:15 AM

Respectfully submitted,

Susie Ball/blb –