

EPCAMR 2013 4th Quarter Executive Committee Meeting

Minutes – November 21st

EPCAMR / Earth Conservancy Office Conference Room

- 5:30PM**
- Call to Order:** Bernie McGurl, Al Mabus, Cheryl Brobst, Mary Wagner, Peter Haentjens, Christine Haldeman, Jim Koharski, Leigh Ann Kemmerer, Terry Schmidt, Robert Hughes & Michael Hewitt (No Quorum, all “recommendations” to be affirmed at next meeting) Bernie
- Minutes from Last Mgt. (August 15th):** Recommended to accept & approve Christine
(Mary, Al and All)
- Treasurer’s Report**
- Recommended to file Checking & PA Invest Account Balances for audit (Pete, Cheryl
Mary and All)
 - 2012 990’s were completed by Kovalchek and Kollar; EPCAMR staff to add to GuideStar.org
- AMR Program Reports** (Anticipated Work at end of doc; Monthly Reports on website) Staff
- Committee Reports** (Personnel, Budget, Strategic Planning & Dinner/Fundraiser)
- Personnel: Review of the Personnel Policy: Policy changes to simplify the raise and COLA language and timing; set dates for annual performance reviews. (Al, Cheryl and All). Recognizing that staff are under median per their respective positions in a 2010 GuideStar.org Salary Report, committee recommended a 4% raise to Executive Director and a 6% raise to Program Manager to start January 1, 2014 (Mary, Peter and All). Respective Comm. Chairs
 - Strategic Plan: Bylaw review to consider watershed/community at large voting members (pertaining to mostly to Articles 3 & 4). EPCAMR board can actually nominate up to 3 board members (like a CD). More changes brought up:
 - Need to choose either “Director” or “Trustee” throughout for consistency.
 - Look into conference call ability at meetings and mechanism to vote between meetings (see Article 7, Section 6).
 - Like Directors, can Officers be elected 2-3 years instead of 1 yr.? (see A5, S2)
 - Recommend setting up a “Governance Committee” to maintain records on board member tenure, rapport with Nominating Committee, and seek members to fill in talent gaps (i.e. accountant, lawyer and etc.)
 - Look at changing policy keeping lists of board members confidential (see A3, S5). EPCAMR staff asked to add list to website (and bios) with e-mail.
 - Any other suggested changes, send to Bernie and copy Mike.
- Old Business**
- Recommended to adopt a Media Relations Spokesperson Policy (ACT Conf.) Bernie/Mike
(Mary, Cheryl and All)
- New Business**
- Recommended to approve Committee Recommendations (see above) Bernie
 - Recommended to adjourn (Pete, Leigh Ann and All)

Hotlinks in this document will take you to more related info.

6:30PM

Business portion of meeting complete.

AMR Program Staff anticipated Work for Next Quarter (looking forward)
Partners and Places in bold

General Staff

- Scan, catalog, georeference and digitize Mine Maps from **PA DEP Bureau of Abandoned Mine Reclamation (BAMR) Wilkes-Barre Office** related to the Mine Subsidence Insurance (MSI) Mine Map Processing Grant. Send maps monthly for review by **PA DEP California District Mining Office (DMO)** and invoice for time and resources spent.
- Approve design on the Lewis AMD Treatment System Rehabilitation Project (**Loyalsock Creek, Sullivan County**) in cooperation with **Hedin Environmental** and **PA DEP Moshannon DMO**.
- Finalize Joint Permit on Hicks Creek Natural Stream Channel Design Project (**Hicks Creek, Luzerne County**) in cooperation with **PA DEP BAMR Wilkes-Barre Office**.
- Plant trees in WaterBoxx's at **Espy Run Treatment System (Nanticoke Creek, Luzerne County)**. Begin and continue to monitor tree growth monthly at Espy Run and **Huber Park (Solomon Creek, Luzerne County)**.
- Complete EPCAMR 2012 and 2013 Annual Reports and post to GuideStar.org.
- Sample water quality at **Espy Run Treatment System** quarterly and **Askam Borehole Treatment System (both in Nanticoke Creek, Luzerne County)** monthly to evaluate iron and acidity removal post construction for **Earth Conservancy**.
- Co-coordinate of the **2014 PA statewide Abandoned Mine Reclamation Conference** via conference call with **WPCAMR** and the **AMR Conference Committee**. Create and maintain treatminewater.com website.
- Update EPCAMR websites as needed, as well as the Google Apps for Education Email+ Account and Facebook Social Media outreach tools.
- Settle up with **EPCAMR Members** that are taking advantage of our low-cost Webhosting Service.
- Continue to map mine pools and create 3D models of mines to estimate volumes of mine water available for re-use in the **Wyoming Valley** with **TIPS Software from OSM** for the **Susquehanna River Basin Commission (SRBC)**. Submit final report.
- Attend the **West Branch Task Force Meeting** at the **PA DEP Headquarters in Harrisburg**.
- Continue to work with the **EPCAMR Board** to increase efficiency of Quarterly Board Meetings.
- Create 2014 EPCAMR Membership Application/Renewal Paperwork and distribute to **EPCAMR Members** and post on the epcamr.org website.
- Continue to provide technical & outreach assistance to **EPCAMR partners** dealing with AML issues, as needed.
- Continue to look for stream segments in the **EPCAMR Region**, where improvements have been made to streams on the 303 (d) List of Impaired Waters, that should be reassessed and stand a good chance of being removed from the list. Gather supporting water quality monitoring or biological monitoring evidence and report to the **PA DEP Bureau of Conservation and Restoration (BCR) Section 319 Program**.
- Create monthly progress reports, post them to the epcamr.org website and send to **PA DEP BCR Section 319 Program** along with an invoice of time and resources spent for reimbursement.

Full Monthly Reports for all staff are [available online](#) for your review