



Association of Florida Conservation Districts AFCD

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OFFICERS:

Wilbur Dean, President
Carl Perry, 1st Vice President
John Chamberlain, 2nd Vice-President
Steve Johnson, Secretary/Treasurer
Andrew Jackson, Past President

Burlin Finley Area I Vice-President
Blas J. Gomez Area II Vice-President
James D. Williams Area III Vice-President
Mike Barr Area IV Vice-President
John O'Connor Area V Vice-President
Eva Webb Area VI Vice-President

AFCD Annual Meeting Saturday, August 12, 2006.

The Association of Florida Conservation District (AFCD) Board of Directors held a meeting at the Double Tree Guest Suites in Orlando, FL, August 10-13, 2006.

SWCD in attendance (23 delegates): SWCD in attendance: Blackwater, Choctawhatchee River, Escambia, Holmes Creek, Yellow River, Chipola River, Gadsen, Ochlockonee River, Alachua, Clay, Levy, Suwannee River, Osceola, Seminole, Lake, Marion, Orange, St. Johns, Volusia, Manatee River, Glades, Okeechobee, Palm Beach

I. Meeting called to order by President Jackson at 3:30 pm.

II. State Speech Contest

(Additions/corrections from September 30th, 2006 minutes)

1st Place Winner: Sarah Stafford \$500.00 Paid on 8-12-06
2nd Place Winner: Elizabeth Bridges \$250.00 Paid on 8-12-06
3rd Place Winner: Angelika Zych \$150.00 Paid on 8-12-06

Participants:

Steven Eligio
Lindsey Martin \$100.00 Paid on 8-12-06
Will Davis \$100.00 Paid on 8-12-06

III. Financial Report

Treasurer John Chamberlain called the roll of districts, 23 dues paying districts are recorded as present for voting.

Ending Balance of \$21,800, carry over of \$13,500.

John worked on budget committee report.

We are in the process of finalizing the grant with FDACS.

Ellis Putnal Fund interest is estimated to be \$500.00. The Ellis Putnal fund is with Wachovia Bank.

The principal remains in account. It started in 1978 and was dedicated to Youth contest prizes. When the old association disbanded, the funds were held up in court. Finally, one trustee signed off, and the funds are now the AFCD funds.

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John Chamberlain introduced Mr. Jim Davis, CPA from Tallahassee who specializes in nonprofit organizations. He suggests that we have a strong responsibility and therefore need to have regular audits. He is proud to report that Teresa Owens has done a great job keeping the books. We did an audit, and at the start of the year we had about \$11,000.

Increase in assets is about \$10,000.

Recommendation would be internal control. He made the following recommendations

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1. Financial and accounting policies and procedures: He stated that he had reviewed minutes and noted no written travel policies and reimbursement procedures, expenditure approval process and other areas of interest or concern by the Board. Mr. Davis recommended the Association there should be a written policies and procedures, as well as applicable forms or documents to implement and monitor the policies and procedures.
2. Review of non-profit organizations and Sarbanes-Oxley Act - Mr. Davis stated that the IRS and Congress have been taking a closer look at non-profit organizations making them more accountable for actions and organizational activities. He stated two provisions of the Sarbanes Oxley Act passed following recent corporate scandals apply to non-profit organizations. He recommended to the Association they continue to monitor this review by the IRS and Congress and policies relating to whistleblower protection and document destruction be written and approved by the Board.
3. Tax exempt status - Mr. Davis stated there is a 27 months in which to apply for tax exempt from time of existence. He stated that the organization has until November 2006 to apply for tax exemption. He encouraged the Association look at obtaining a tax exemption now.
4. Financial Report - Mr. Davis stated the Association receives periodic financial statements summarizing current and year to date revenue and expenditures. Mr. Davis recommended the Board add a column to report budgeted amounts and variances from the budget.
5. Dues - Mr. Davis reported the Association currently provides a hardship exemption with reduced dues to districts that are not financially able to pay dues set in the amount of \$250.00. He also stated the Associations ask the Districts not able to pay the full amount of dues to request an exemption in writing to the Board of Directors of the Association. He recommended to the Association be formalized and that guidelines be established as to the definition of "financially unable". This will help to avoid confusion and any potential misunderstanding.

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The treasurer reported on treasury and budget committee recommendations for next year.

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Auditor Jim Davis reported on the audit of fiscal year ending September 30, 2005.

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The auditor made five recommendations on improving AFCD financial transactions.

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Motion by Manatee River, second by Orange to accept the financial reports. Passed 23-0.

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IV. Annual Meeting Expenses:

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Grant provides equipment; contract for services is \$39,000.

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Contest prizes have been raised.

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VI. Election of Officers for the coming year

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The nominating committee recommended for nominating committee:

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92 President Wilbur Dean, Levy County, Area 3
93 First Vice President Carl Perry, Glade, Area 6
94 Mark Cross, Osceola, Area 4
95 Steve Johnson, Chipola River, Area 1
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97 Gordon Currie, Steve Johnson and Andy Jackson made recommendations as the Resolution Committee.
98 Nominations from the floor occurred:
99 Volusia nominated First Vice President Earl Ziebarth for the office of President.
100 Alachua nominated Secretary-Treasurer John Chamberlain for the position of Second Vice President.
101 Nancy Barnes moved to cease nominations for First Vice President. John O'Connor seconded.
102 Nancy Barnes moved to cease nominations for Second Vice President. John O'Connor seconded
103 John O'Connor moved to cease nominations for secretary/treasurer. Nancy Barnes seconded.
104 Nominations then closed.

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106 The nominated candidates were given two minutes to speak. Andy called on Wilbur Dean.
107 Andy called on Earl Ziebarth. Andy called on Carl Perry. Andy called on Mark Cross. Andy called on
108 John Chamberlain.

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110 **Break**

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112 Andy announced the location of the ballot box. Andy called the meeting back to order

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114 SWCD in attendance: Blackwater, Choctawhatchee River, Escambia, Holmes Creek, Yellow River,
115 Chipola River, Gadsen, Ochlockonee River, Alachua, Clay, Levy, Suwannee River, Osceola, Seminole,
116 Lake, Marion, Orange, St. Johns, Volusia, Manatee River, Glades, Okeechobee, Palm Beach

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118 Andy Jackson called for the vote and announced that the candidates can watch the count.
119 Orange, Blackwater and Lake SWCD's counted the ballot.

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121 Voting results as follows: President: Dean 15, Ziebarth 8. Dean elected President.

122 First Vice President: Clary 2, Dean 1, Perry 19. Perry elected.

123 Second Vice President: Chamberlain 13, Cross 10. Chamberlain elected.

124 Secretary-Treasurer: Cross 2, Johnson 20. Johnson elected.

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126 **VII. Resolutions**

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- *Marion County*

128 Resolution by Marion SWCD, move by Blackwater, second by Yellow River passed 21-2.

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- *Volusia SWCD resolution*

130 Resolution by Volusia SWCD regarding the elimination of tangible property taxes.

131 Move by Yellow River, second by Holmes Beach to approve. Passed unanimously.

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- *SSWCD license plate*

133 Resolution by Seminole SWCD to attain a Florida state conservation auto license tag. Resolutions

134 committee recommended rejection. Move by Alachua, second by Yellow River to reject the Seminole

135 resolution. Passed 21-2.

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- *SSWCD employee benefits.*

137 Resolution by Seminole SWCD that conservation district employees should receive Florida State
138 government employee benefits. Resolutions committee recommended rejection. Motion by Alachua,
139 second by Blackwater to reject resolution. Resolution passed 19-4.

140 • *SSWCD Education for High School Students*

141 Resolution by Seminole SWCD for FDACS to develop a conservation education curriculum for high
142 school students. Resolution committee recommended rejection. Motion by Manatee River, second by
143 Alachua passed 23-0.

144 • *Resolution 25x25*

145 Motion by Seminole SWCD that by Jan. 1, 2025 U.S. energy usage should be 25% from renewable
146 energy resources. Motion by Yellow River, second by Manatee River to accept. Passed 23-0.

147 **VIII. Annual Dues**

148 Motion by Suwannee River, second by Alachua to retain district annual dues at \$250. Passed 23-0.

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150 **IX. Bylaw change for incurring debt**

151 Nancy Barnes moves to accept the motion for the recommended changes, 1 opposed. They Bylaw
152 change will be added under Article III. Additional wording is as follows.

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154 “In order for the AFCD to incur debt, the Association’s Board of Directors must vote by a super
155 majority (66%) to approve the amount, length of loan, and lender’s terms and conditions of the loan.”

156 Move by Manatee, second by Blackwater to amend the section on incurring debt. Passed 23-0.

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158 **X. Bylaw changes were then proposed**

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160 John O'Connor, Manatee River SWCD, suggested Proposed By-Law Change presented Under Article III
161 - Membership and Dues - Second paragraph - 4th Line be modified to read:

162 “By a two-thirds majority vote of delegates at an annual meeting, special assessments may be levied for
163 a specified period, with the period, assessment and purpose clearly defined.”

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165 Nancy Barnes, Suwannee County Conservation District moved to accept modification to presented
166 Proposed By-Law Change. This move was seconded by John O'Connor, Manatee River SWCD. Passed
167 22-1

168 **XI. Adjournment:** Motion by Blackwater, second by Suwannee River to adjourn at 5:17 pm. Passed
169 23-0.