NYFOA- Capitol District Chapter |Minutes

## 2/23/21 | 6:00PM – 7:15PM | ZOOM CALL

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| Meeting called by | Jeff Kehoe/Jason Post |
| Type of meeting | Winter Steering Committee Meeting- New Steering Committee Appointments |
| Facilitator | Jeff Kehoe/Jason Post |
| Note taker | Carol McDonald |
| Timekeeper | Jeff Kehoe |

 | Attendees: Jeff Kehoe, Jason Post, Phil Walton, Dick & Shari Gibbs, Tracy Lamanec, Carl Weidman, Carol & Gerry McDonald, Ron Bernhard, Bob Sheedy |

# | Agenda topic| Minutes Approval February 2020 Meeting /Jason Post

●Verbal Overview provided of the April 2020 meeting presented

 Minutes Accepted and approved

●Nominations and appointments of the incoming 2021-2022 Steering Committee Members

Chair: Jeff Kehoe, Vice Chair: Gerry McDonald, Secretary: Carol McDonald, Treasurer: Phil Walton, Capitol District Chapter Board Representative: Jason Post, Interim/Acting Newsletter: Tracy Lamanec

 Nominations approved.

●Outgoing Chair’s Message – Jason Post

 Expression of gratitude for the work of past and current members and for the commitment of insuring

 the mission of the Chapter continues.

 Dick Gibbs and Jeff Kehoe expressed thanks to Jason for his 6 plus year commitment and the excellence.

 In service provided.

●Incoming members message shared welcoming the opportunity and committing to supporting the new

 Leadership and fulfilling the mission of the Chapter.

● Reports – Treasurer Phil Walton

 Nothing new to report since the January report out as emailed by Phil.

●Vision 2021 – Jeff Kehoe

 Woods walks

 Gatherings – Picnic and Dinner

 A more limited focus given the current Pandemic situation with emphasis on safety and guidelines.

●Jason Post committed to being the events coordinator and has walks and speakers in mind. Jason further

 agreed to researching the picnic options. The action plan will further detail the tentative plans and follow

 up items needed.

●Newsletter – The newsletter process and tools were discussed at length. Carl provided good historical background and conveyed Tracy’s comments regarding the crafting of the letter. Dick Gibbs proposed a motion to support the funding necessary to ensure the tools are available for Chapter use. Carl further explained the Click to Mail process. Jeff also reviewed his ability to support both Tracy and Carl as they worked toward producing the newsletter. Jason also provided history on the process followed by Laura. It was agreed that Gerry would complete and send the articles he worked on for inclusion – 1 book review and a summary of the cut recently performed on his property. It was also suggested that the first page include the new committee members pictures/bios. No final process for the submission was determined as shall be listed as an open item on the action plan requiring follow up. Newsletter frequency to be quarterly. The total membership distribution is approximately 250. The newsletter is also shared with the Lower Hudson Valley Chapter.

●Recommendation for review is the possibility of presenters/speakers via Zoom until such time that it is safe to gather in an in-person forum. Dick provided the positive experience he has had with the RPA introducing such an opportunity. Jason agreed to review this with his potential speaker presentations.

●Ron brought up the presentation scheduled for February 24th on the topic of Pro-forestation by a Vermont group. Jeff provided a little overview and the group agreed to research and possibly attend the Zoom meeting.

●Dick complimented the state newsletter and asked that Jason provide this positive feedback when he next meets at a state level.

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|  Action items | Person responsible | Deadline |
| Woods Walks▪Obtain specific guidelines for safely gatheringFrom state, local and association mandates/criteria▪Select and schedule walks with the proper noticing and potential for attendee limits or cancelations▪ Determine the need for porta john and insurance for walks▪Coordinate with Gerry McDonald on the best time to view the cut performed on his property as well as the Mirror Lake walk, and properties identified with varying stages of harvest | Jason PostCarol McDonald |  |
| **Presentations**▪Obtain list of speakers for presentations/zoom▪Evaluate potential for Dick Gibbs and Shari to present the conservation experience they recently completed▪Speak to DEC regarding a DRONE presentation▪Work with Jeff on engaging municipalities and land preservation/conservation groups to present options for landowners.  | Jason Post |  |
| **Newsletter**▪ Obtain appropriate tools for the primary composer of the newsletter▪Obtain articles from new committee members▪Obtain book review and conservation cut articles from Gerry McDonald▪Select primary account person for click to mail submission, proofing and mailing▪Determine the ongoing responsibility for preparing the newsletter and forum for content approvalThe meeting was adjourned 7:15 PMNext Scheduled meeting TBD | Tracy LamanecCarl WeidmanJeff Kehoe |  |
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