

NORTH COUNTRY COUNCIL BOARD OF DIRECTORS MEETING MINUTES
Friday, February 22, 2019
North Country Council Conference Room
161 Main Street, Littleton, NH
12:45 pm-2:15 pm

BOARD MEMBERS PRESENT: Vicki DeLalla, Treasurer; Doug Grant, Chair, Carl Martland, and Robin Irving, Vice Chair.

BOARD MEMBERS ABSENT: Paul Robitaille and Jennifer Fish, Secretary

STAFF MEMBERS PRESENT: Kathleen Frenette, Co-Executive Director & COO; Michelle Moren-Grey, Co-Executive Director & CEO

Welcome

Board Chair Grant opened the meeting at 12:48 pm and he welcomes Robin Irving back to the Board. Her past service on the Board helps to fill a gap of knowledge and understanding for the current Board leadership.

Minutes from the January 2019 Meeting were reviewed

Motion: Treasurer DeLalla made the motion to approve the January 2019 minutes, Board Member Martland seconded. The motion carried

January financials were reviewed. Discussion held.

Motion: Treasurer DeLalla made the motion to accept the January 2019 financials as presented. The motion was seconded by Board Member Martland. The motion carried.

Old Business

Member Dues

Mrs. Frenette discusses dues update and states that there are no changes since the finance committee meeting. Discussion held regarding update on status of memberships and second invoice request to be sent. Board Members requested that a letter be sent with the second invoice as well as the brochure about NCC and explaining the benefits of membership. Ms. Frenette will send second invoice packets to those municipalities that have yet to be heard from with regard to their membership at the end of March. Approximately \$19,000 is still expected to be received in membership dues.

RKO Audit Engagement letter

Discussed by Mrs. Frenette regarding the cost of the audit at \$10,000 if the whole process can be done by fax, email and phone. Should RKO need to come to the NCC office the cost can increase. Discussion regarding naming specifically our cognizant agency in the RKO contract was had. Mrs. Frenette explained that she will need a Board Member's signature of authorization to move ahead on the letter once that change is made.

Motion: Treasurer DeLalla made the motion to accept the RKO audit engagement letter with the change that states NH DOT as our cognizant agency. The motion was seconded by Board Member Martland. The motion carried.

NCC Opportunity Marketing

Ms. Moren-Grey discusses the four marketing pieces that she has developed and the different opportunities that available for people to be able to participate with NCC. She will send this to the BOD as a PDF for review and comments.

Motion: Treasurer DeLalla made the motion to accept the NCC Opportunity Marketing as presented. The motion was seconded by Board Member Martland. The motion carried.

Information/Questions/New business

New Business

Nomination of Robin Irving for Vice Chair of BOD.

MOTION: Treasurer DeLalla made the motion to approve Robin Irving as Vice Chair of the NCC Board of Directors. Board Member Martland seconded the motion. The motion carried.

Committee Reports

TAC- Discussion of bike trails, shared trails, ATV and Pedestrian trails.

Scenic Byways- Board Member Martland states that the scenic byways meeting will take place next week. He discussed the idea of pull offs every 15 or 20 miles on the Byways to enable people to stop for scenic breaks, picnics, etc., and that he will be proactive with regard to this idea. There may be some funds available from the Feds for the Byways. NH used to receive about \$500k a year for the Byways. He discussed the possibility of having the former Welcome

Center in Shelburne as a Byways Welcome and Information Center during the active travel seasons in spring, summer and fall.

Discussion regarding the funding for Transport Central was begun by Chair Doug Grant. There has still been no word from Tri-County CAP with regarding the funding for the program. Chair Grant has a call in to NH DOT and is waiting for a call back. The funding pass through source needs to be put in place within the next couple of days in order for Transport Central to continue its work.

CEDS- Ms. Moren-Gray states that the CEDS grant is currently in limbo at this time and the meeting was cancelled last week. The CED's was updated last year and needs to be updated every 5 years.

NHARPC - Board Member Grant discussed RCC's. Ms. Moren-Grey discussed the Regional Planning Commission meeting that they host for all of the RPC Commissioners across the state. Other RPC's pay for their Commissioners to attend. NCC does not have the funds to be able to pay for any of NCC's Commissioners to attend and discussion held regarding how to get donations to attend the annual meeting. Director Martland asked about cost and it is approximately \$50 each. Director Martland said he will donate to cover the cost of 10 attendees.

Other Business:

Treasurer DeLalla discusses scheduling next Board Meeting and states that March 15, 2019 is the scheduled date for the Personnel Committee Meeting from 1:00 to 2:00 pm then at 2:00 pm until 4:00 pm the Finance Committee meeting. The Board of Directors meeting will be held on 3/21/19 at 12:45 pm. The need for later afternoon meetings is needed for some members was discussed.

Discussion for August Commissioners meeting topic is energy around the region.

MOTION: Move to adjourn at 2:15 pm by Board Member Martland, seconded by Board Member Irving. Motion carried.

Respectfully Submitted,

Anne Klein, Recording Secretary

Klein Transcribing