

Location: Farm & Home Center

Voting Members Present: Joellyn Warren, Kent Gardner, Kara Kalupson, Sharyn Young, John Bingham, Scott Hain, Jay Snyder

Non-Voting Steering Committee Members Present: Kent Bitting, Suzanne Kopp, Kristen Kyler, Matt Kofroth, Ruth Hocker, Sarah Gibson

Guests/Members: Brittany Smith, Laurel Etter Longenecker, Randall Heilman, Jon Beck, Allyson Gibson, Greg Mavraganis, Brooke Petersen, Lauren Schaefer, Jenn Putt

Approval of Minutes- A motion was made to approve the January 3, 2018 minutes by Scott Hain, Jay Snyder seconded. Motion passed unanimously.

Minutes recorded by: Suzanne Kopp

AGENDA ITEMS

Re-Appoint voting members and Elect Officers

- Laurel Longenecker will be taking over Mark's position as a voting member.
- A motion was made by Sharon Young to re-appoint Joellyn Warren as Chairman, Scott Hain as Vice-Chairman and Jay Snyder as Treasurer. Kara Kalupson seconded the motion. Motion passed unanimously.

Budget Report – by Jay Snyder

- P3 Grant awarded for \$50,000 still has \$40,000 in the balance to use. Discussion was made as to how to spend the remaining balance. This was tabled until the next meeting.
- Restricted Checking Balance = \$54,638.14
 - \$5,000 donation went to support the Clean Water Week
- Joellyn stated there are currently 29 Municipal members at this time.

Grant Progress Reports

- Scott Hains had examples of Project Sheets printed and asked for feedback if changes needed to be made on them. These will eventually be taken to events so that people can read what LCCWC is all about.
 - Joellyn thought that total cost of each project should be listed on the sheets
 - Contact numbers of the person or municipality responsible for the project should be listed on the sheet along with their logo if there is one.
 - Before and after photos would be great to show the work that was accomplished
 - Captions for the photos telling what you are looking at should be on the sheets
- A budget to print the Project Sheets was discussed - but nothing finalized.
- Signage was discussed for each project - it was proposed that possibly on future projects a statement should be put on the grant application stating that so much of the grant must go towards paying for signs for the project when complete. This will be discussed at the next meeting.

Finalize Goals, Priorities and 2018 Work Plan

- It was decided to move the 2017 Proposed Work Plan and make it the 2018 Proposed Work Plan.
- An Education & Outreach Subcommittee was put together to come up with trainings and outreach in educating the public. The following people volunteered to be on the committee: Jay Snyder, Ruth Hocker, Kara Kalupson, Kristen Kyler, Scott Hain, Sharon Young and Allyson Gibson

Prepare 2018 Membership letters

- Heather is working on Membership letter and will send them out before the next meeting

Mini-Grant Application

- The Grant awards \$10,000 with a 50/50 match.
- One Grant per year is awarded. (Discussion was made about possibly offering more)
- The funds come from the Cash Account and it currently has a \$54,000 balance. However \$20,000 of that is already spoken for to be paid to Denver Borough and Ephrata Borough for previous year grants.
- The application is going to remain the same for 2018 and will be distributed by March.
 - Wording will be added to the application stating that so much of the grant money must be used to pay for signage for the project.

Partners Update

- Allyson Gibson introduced herself and wants to engage in conversation with everyone from all areas to find out how she can be of service.

Adjourn – The meeting adjourned at 4:30 pm