|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Member Communities**

|  |  |
| --- | --- |
| Towns ofBoylstonFlorenceHarrisburgLewisLeydenLorraineMartinsburgMontagueOsceolaPinckneyRedfield | RodmanTurinWest TurinWilliamstownWorthMember Villages ofLyons FallsPort LeydenNonmember Villages ofConstablevilleTurin |

**Website: tughillcouncil.com** |  | **Executive Committee**ROGER TIBBETTS, *Chair*DOUGLAS DIETRICH, *Vice Chair*CARLA BAUER, *Secretary*IAN KLINGBAIL, *Director*STEPHEN BERNAT, *Director*ROSALIE WHITE*, Director*PAULETTE SKINNER*, Director***Contact: Angie Kimball, Circuit Rider****PO Box 34, Redfield NY, 13437****Email: angie@tughill.org****Cell** **315-480-6857****Home** **315-599-8825** |

**CTHC Executive Committee Meeting Minutes 8/22/2017**

 The meeting was called to order at 7:00 p.m. by Chairman R. Tibbetts. Also present for the meeting were D. Dietrich, Vice Chair; C. Bauer, Secretary; S. Bernat, Director; P. Skinner, Director; A. Kimball, Circuit Rider and K. Malinowski from the Tug Hill Commission.

**Minutes:** The minutes of the June 27, 2017 Executive Committee meeting were reviewed by the Committee. A motion was made by D. Dietrich and seconded by P. Skinner to accept the minutes as presented. All were in favor. (See attached minutes.)

**Reports:** **A)** **Financial Report –** A copy of the CTHC financial report and financial projection as of August 22, 2017 were presented by R. Tibbetts and reviewed by the members. Year-to-Date Carryover: $44,688.85; Receipts-to-Date: $9,682.06; Distributions-to-Date: $4,344.51; Current Net Funds Available: $50,026.40. Following review and discussion of reports a motion was made by S. Bernat, seconded by C. Bauer to accept the financial reports as presented. All were in favor. (See attached report.)

 **B) Reports of Towns –** A. Kimball presented the report of the Towns and reviewed the pertinent information for each. (See attached report.)

 **C) Tug Hill Updates and Project Reports:**

 **1) COG Comparison –** K. Malinowski (THC) presented a comparison of the Tug Hill COGs to the Committee to review (see attached). The State has advised the Commission (and all other agencies) that they need to be looking to decrease their budget if possible. They would like to see the non-personal budget (which covers computers, travel etc.) decreased by 5%. With Kathy Amyot retiring, Mickey Dietrich will be taking that Circuit Rider spot, which will leave a 3rd vacancy which the Commission is most likely not going to able to fill at this point in time. The uncertainty at the State level is due to the Federal budget talk and possible changes in health care, so the State Dept. of Budget is being very conservative. The Commission is looking at ways to show that they are attempting to decrease spending. One of the ideas is asking CTHC and RACOG to look at covering their circuit riders mileage as the other 3 COGs do. R. Tibbetts stated that CTHC has the funds available to cover the circuit rider mileage and cell phone costs. If approved by the Council, A. Kimball could voucher to CTHC for these costs starting in January and not have to use the State system for mileage, which she is very happy about. D. Dietrich stated that he doesn’t want dues to increase, which this decision should not cause, especially with the addition of dues from the villages joining. The Committee agreed to bring this to the full Council for action.

 **2) SuperCOG –** The tentative date set for this if it goes forward in 2017 is for October. It was held in Boonville last year and it went very well. K. Malinowski (THC) asked the Committee if they felt this should be held annually or every other year. 2018 is the year the Commission would do its 5-year survey so it would be a good year to do a SuperCOG meeting and get good input. D. Dietrich felt that doing SuperCOG every other year would be better and the rest of the Committee agreed. She will be asking the other COGs for their opinion as well.

 **3)** **Other matters –** The Resource Management Plan is complete. M. Johnson (THC) will be at the fall meeting to present it to the full Council. We need to check and see if the last update was approved by the Council or if it was just presented. Finally, Local Government Conference planning starts Thursday, so send any topics that you would like to see in to the Commission. They have decided due to scheduling at JCC to stay with the end of March date.

 **D) Any other reports –** None

**Old Business:** **A) IMA Updates-** We will have copies ready at the fall meeting for people to make comments with any changes they may want included. Update is due by the end of the year.

 **B) Website Updates-** A. Kimball reported that work is continuing on the updates as she has time.

 **C) Special Areas Maps-open to the public-** A. Kimball reported that the official approval to open the maps is in from all the towns who have updated maps. She will be working to remove the password from the website and work with M. Dietrich (THC) to get the link up to the web map viewer for the new maps.

**New Business:**  **A) Fall Meeting-** The Committee discussed the fall meeting and A. Kimball presented a draft copy of the invitation (see attached). She is waiting on a final price from the Hideaway in West Leyden to finish the invitation and then they will go out in the mail.

 **B) 2018 Budget –** The proposed 2018 budget was presented by R. Tibbetts (see attached). A motion was made by P. Skinner and seconded by D. Dietrich to recommend to the full Council that the Tug Hill Commission request that the CTHC cover the mileage and cell phone costs for Circuit Rider A. Kimball for the 2018 fiscal year be approved. All were in favor. The Committee reviewed the proposal and made some changes in preparation for the possibility of covering the circuit rider mileage and phone and approved the amended budget for presentation at the fall meeting.

 **C) Any Other New Business-** The Committee discussed whether the time spent by Assoc. Circuit Rider B. Steria at the Commission’s staff retreat should be covered by CTHC. R. Tibbetts stated that the portion of the day which was training, as determined by A. Kimball, would be covered. There were no comments from the Committee.

With no more business before the committee a motion was made by C. Bauer and seconded by D. Dietrich to adjourn the meeting at 8:02 pm. All were in favor.