

Draft MINUTES

Great Lakes United BOARD MEETING

May 1, 1992

Members Present:

Fred Brown, Chris Clark, Jeanne Jabanoski, Camilla Smith, Bill Neuhaus, John Jackson, Jack Manno, Dick Kubiak, Joe Finkbeiner, Rick Coronado, John Witzke, Dwight Ulman

Staff:

Karen Murphy, Sean Enright, Glen Gelinas, Mary Ginnebaugh, Dotty White, Michelle Downey, Phil Weller, Bruce Kershner

Guests:

Sol Baltimore, Al Eby, Steve Uptegraft, Bud Slingerland

Items:

I) Minutes tabled until next meeting.

II) Financial Status

- 1991 Revenue: Phil indicated that a portion of 1991's income actually came in in 1992 and the actual surplus for 1991 is closer to \$26,000 than the amount stated in the board packet.

- 1992 Budget: Phil notes that GLU has raised one half of the annual budget to date. Supplemental grants have come in totalling \$8600 and part of the surplus that would exist from the 1991 revenues. Excess funds transfer is also partially 1991 monies. Work done in 1991 - monies came in 1992.

- Grants: Kellogg, Health proposal underway, Phil approached Laidlaw on RAP conference

III) - Discussion of financial status on the U.S. side:

Financial committee recommendations: Last meeting found ways to reduce budget, but knew we had to raise additional funds in order to support operations.

1) July 31st reduction in staff hours or layoff to be discussed with staff. Included in this discussion would be the timing of such staff reductions.

2) There should be immediate discussion with staff of the issues involved with such a reduction.

3) A decision will be made by the Executive Committee on June 22 if staff layoffs are necessary.

- Motion by Dwight Ulman to support these recommendations as they stood

- Second by Bill Neuhaus

Discussion:

Rick Coronado - What does reduction mean? Reduction in time or layoffs?

John Jackson - We can have these discussions with staff. Giving staff option about how the reductions or layoffs should occur. The time table would be as follows:

- 1) June 22 - make real decision - as of July 31 this many hours must be reduced from staff.
- 2) Immediately following this decision the staff will be informed and a discussion will follow.
- 3) On July 31st the layoffs or reductions would actually take effect.

Fred Brown - A fixed commitment of funds applicable to 1992 would be required by the June 22 deadline - Ex. grants must be approved or a firm commitment received.

Joe Finkbeiner - "What kind of money are we talking about?"

Phil Weller - We need to raise or cut between \$15K and \$18K American. That is the amount budgeted which we do not currently have assurances for. This involves not re-hiring a full time administrative assistant.

Fred Brown - Notes that this figure is really just an estimate.

Motion passed unanimously

IV) - Canadian Account

- Phil notes that it is not a full audited statement and that there is a deficit of \$5,800 (Can).

Discussion:

Coronado - What is the organizational membership situation in Canada?

Weller - 1992 - 4 organizations paid
1991 - 30-35 organizations from Canada

Coronado - How many are long-term delinquents? Do we have such a list? Can we follow up on that?

Weller - Board members were given that list at the last meeting.

White - 1991 - 21 paid organizational members
1992 - 8 paid-up members (as of today)

V) - Personnel and Operations Committee

The committee is charged with the overall structure of the office and the role of the Director.

More detailed discussion is to occur at the retreat. The purpose today is to give the hiring committee more direction in the hiring process.

Presented ideal structure which is to be moved toward (xerox). There is a need to strengthen the role of Assistant Administrator.

Discussion:

Kubiak - How is "Program Coordinator" defined

Jackson - The motivation for that phrase was to make it clear that the Director is working with program staff who are doing issue work.

Kubiak - How is the role of "spokesperson" being defined

Jackson - The committee and the staff working on particular issues would be spokesperson on those issues and take a public role. The Director would be expected to speak for the organization as a whole and be knowledgeable on the issues. Full details can be worked out in the retreat.

Smith - Notes that program staff should have the major role in working on Task Forces

Manno - Program development should be separate from fundraising and linked more closely with programs and member organizations. Needs to be tied to Executive Director role.

Coronado - Overall responsibilities are still tied to the Buffalo office. Wonders what hierarchy will emanate from the Windsor office. We've talked about having more responsibilities in the Windsor office, but he doesn't see that reflected in the present plan.

Kubiak - Sees the need to address Coronado's point. It's time that we talked about the issue. Should be the top business item for the retreat.

Coronado - Sees this as a critical issue for the organization. If the organization continues to be run out of the Buffalo office exclusively there is a chance of losing the Canadian membership.

Lupo - suppose the new director wishes to work out of the Windsor office. Will we allow that?

Jackson - The job posting stated that the job would be at the Buffalo office, but if a strong candidate pushed for it we

would probably be open to it.

Brown - Establishes the proposal that we have two Executive Directors, one for each office. Need to look into this more thoroughly. There is a need to come to the retreat with real thinking behind us. If we had two directors there would be a need for dual operational support.

Witzke - What funding restraints do we have before we get to the retreat?

Lupo - Wording of role of Executive Director is lacking.

Manno - Program development in coordination with member organizations.

Kubiak - Hopes we are not saying that the director can live in Windsor - We're not organizationally prepared for that at this time.

Jackson - Ad says Buffalo.

Coronado - Candidates have approached me about living in Windsor, but there is no move to make that shift now.

Finkbeiner - Ask candidate if they are willing to move.

Smith - Wonders why the Assistant Administrator should be called "Assistant."

Jackson - Titles can be discussed at the retreat. For now we need direction.

Policy program development

Program development with staff and member organizations

Program coordination

Manno - This proposal can't be achieved with current funding. What does that mean for funding.

Jackson - The goal is to elevate the current administrative person to a higher level - increase salary. Can't do it with current budget.

Witke - What are we talking about

Jackson - We need to move this discussion to the retreat.

Manno - This means an expansion of costs and personnel - are we willing to do that?

Lupo - The new director needs to understand that these are goals and are evolving. We need flexibility from the person who applies for director.

To be fair to this person, this Admin. Asst. position does not

exist and we do not have the funding for it now.

Smith - This is essential - we need to get the money to hire this person.

Manno - Can we restructure staff to more closely resemble this structure.

Ulman - We seem to be having our retreat discussion now. Where would the money come from for a Director in Canada? We are going to need a lot more funding.

Jackson - Need to move along we hold this discussion over for the retreat.

Hiring Committee - Kubiak, Muldoon, Ulman, Daniel, Miller, Jackson.

Discussion of current hiring process.

Coronado - The position of Executive Director has far too much responsibility associated with it. Maybe we should rethink whether that should all be dumped on one person.

Jackson - the paper that was passed around is not an official document.

The process for hiring:

- Hiring committee to get time to review applications and narrow field for interviews.
- Jackson has been chairing committee.

Jabanosky - Would like to become part of committee.

Finkbeiner - Is April 30th an absolute deadline?

Jackson - Would be willing to still take applications. Are there any objections?

No objections

VI) - Annual Meeting

1) Election Issues

Gene Perrin's place to fill.

There are 2 ballots

- 1 for 1 year U.S. at large
- 1 for 2 year U.S. at large

2) Credentials Committee

Dorreen and Jack to do credentials

Credentials open Saturday Morning. Will give voting cards to member groups in good standing, which means that they have to be paid up. Can do this anytime before voting on Sunday morning.

3) Tellers

Finkbeiner

VII) GLU retreat

Discussion

Weller - The facilitator will be Dianne Russell. She was away and couldn't be reached, but is interested.

Jackson - There are two agenda items:

- a) Structural Issues
- b) Five Year Plan

Kubiak - Over the next 2 weeks it would be nice if the BOD could send ideas into the office so that Weller, Kubiak, Staff and Jackson can develop an agenda.

Where: Joe Finkbeiners' house

When: (date to be set on Sunday)

VIII) Lowell Diversion-

At the 11:00 AM conference call the Governors again delayed their vote. This time until Friday. Indiana faxed a proposal with new items yesterday and today. So no one had time to prepare. Dennis Schornack of Governor Engler's office had incorporated components of the GLU letter into an amendment. The vote was held up on a technicality.

The Michigan amendment would still represent a withdrawal of water for Lowell's use but it would be tied in with requirements to send equal amounts of water back to the Basin by an unspecified time. The source of that water is to be determined during that time. That was the compromise that was reached.

- Adopting the idea of a moratorium that would end only with the development of a basin-wide Water Use and Conservation Plan which includes full public participation, assessment of cumulative impacts, etc.

Michigan has been pushing toward our direction, but is leery of crossing the line where the Great Lakes Charter and the Federal Law would be challenged. They are trying to maintain a consensus.

- Dennis Schornack would like to address the Board directly on Sunday. He doesn't want to be slammed by environmental groups.

- The Farm Bureau and the Chamber of Commerce are opposed to the diversion.

IX) Upjohn

Upjohn is doing a news release on the research funding which is being channelled through GLU accounts. Would like to a quote from us to be used in the release. Phil has requested copy of the release and is asking direction from the BOD. GLU is the recipient of the funding.

Mano - Didn't we pass a set of terms for the funding at the Chicago meeting? Recalls specific wording regarding P.R. We need to look at that motion. It was supposed to be in a letter that was sent to Upjohn.

Kubiak - We should only be associated with this research and Upjohn in a small inconspicuous way.

Jackson - We don't have the information which we need to make that decision. We'll decide on Sunday how to handle this.

* **Important Note** - These minutes have not been fully edited. A revised edited copy will be prepared for the next board meeting.

