

**OATKA CREEK WATERSHED COMMITTEE  
MINUTES OF MEETING**

**DATE:** January 25, 2021  
**PLACE:** Zoom on-line meeting  
**TIME:** 6:30 PM  
**RE:** 2020 Annual Meeting of the Corporation

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**IN ATTENDANCE:**

Maureen Leupold, Steve Leupold, Rick VenVertloh, Richard Shimley, Nikki Calhoun, Alan Garrett, Jennifer Keys, Peter Lent, Jim Seiler, Shannon Dougherty, Brad Mudrzynski and Lisa Compton

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**I. Call to Order and Introductions:**

- The meeting was called to order by Peter Lent at 6:40PM. Time Keeper: Maureen
- Peter had supplied handouts for the meeting via email, i.e. draft agenda, existing and proposed Board of Directors lists.
- Welcome back Alan Garrett of the Village of Caledonia, Shannon Dougherty of NYSDEC and Brad Mudrzynski of Genesee County SWCD.

**II. Annual Reports:**

Annual Financial Report 2020:

- Jennifer submitted a draft 2020 financial report, but wants to delay the approval of the report until she has access to the December bank statement, as she has found the numbers do not balance to her satisfaction.
- Pete reported that Richard Shimley had spoken to him about the need for receipts for tax purposes for donations through PayPal. Lisa said it was necessary for us to do this for any donations; the receipt needs to have the name of the donor, the date of the donation, the amount and the organization listed. \*Jennifer will send receipts out to donors. \*Pete has a template letter that he will forward to Jennifer for this purpose. Jennifer says she can easily determine any donor who uses PayPal, but has no idea how to do this for Facebook donations, as a lump sum is deposited in the account. \*Maureen will look into this.

- Another concern Richard had was how to donate without a fee removed. Lisa said that on-line payment methods generally charge a small fee. She suggested that at this time a check may be a sure way that the entire amount goes to the OCWC.
- There was a brief discussion on the 2021 Budget, but that will be covered and voted on in the regular meeting.

Annual Report on Activities 2015 through 2020:

- Pete did not submit a report at this time.

Approval of Financial Report:

- \*Note: During the course of the regular meeting that followed, Jennifer found where the issue was in the report and corrected it. She then verbally presented the corrected report. Rick made a motion to accept the 2020 Financial Report with revisions as noted. Nikki seconded the motion, all were in favor and the Report was approved. \*Jennifer will submit the report via email to Pete and Lisa.

III. Nominations and Elections of Directors and Officers:

- The current List of Directors was reviewed. One position is vacant and positions held by Richard, Maureen and Peter are up for consideration/renewal.
- Maureen nominated Alan Garrett for the open Director position that will expire in 2022 on the date of the 2021 Annual Meeting. Rick seconded the nomination, and the vote for approval was unanimous.
- The three directors whose terms are up are willing to serve again. Rick made a motion to nominate Richard Shimley, Maureen Leupold and Peter Lent to the Oatka Creek Watershed Committee Board of Directors for a three-year term, and Jennifer seconded the motion. All were in favor and Richard, Maureen and Pete will serve another term.
- All Corporate Officers are willing to continue in their present roles (i.e. Peter, Maureen, Jennifer and Lisa as Chair, Vice Chair, Treasurer and Secretary, respectively).
- Nikki made the motion to approve the slate of Corporate Officers for another term. This was seconded by Rick. All were in favor and the motion carried.
- Pete noted that both Jennifer and Lisa asked Committee members to consider taking up the position of Treasurer and Secretary next year.

Adjournment of meeting: A motion was made by Jennifer to close the 2020 Meeting of the Corporation. Jim seconded the motion. All were in favor and the meeting was adjourned at 7:02 PM.

Respectfully submitted,

Lisa M. Compton  
Secretary, OCWC, Inc.