**SOUTHEAST WATERSHED ALLIANCE**

**BOARD OF DIRECTORS**

**DRAFT MINUTES - Meeting No. 88**

**100 International Drive, Suite 360, Portsmouth, NH 03801**

**December 12, 2018 - 4:00–6:00 P.M.**

MEMBERS PRESENT – R. Snow, M. Trainque, C. Albert, W. Arcieri, S. Frost

GUESTS PRESENT – None

1. Call to Order/Introductions 4:11PM

2. Approve Meeting Minutes

R. Snow motioned to approve all prior unapproved meeting minutes through November 14, 2018.C. Albert seconded the motion. W. Arcieri abstained from the November 14, 2018 minutes, due to his absence. Motion passed unanimously.

3. Committee Reports

 3.1

 a. Funding – C. Albert shared Center for NH Non-Profits to BOD members.

 b. SWA Marketing Pitch

3.2 Finance Committee **-** TD Bank Monthly Total Statement as of December 12, 2018. SWA Funds $4,055.35. Remaining funds have not been budgeted for.

4. Grants Management – Status and Projects

4.1 Grant Application – FEMA (Update) - M. Trainque motioned to postpone discussion due to S. Frost absences at the time of discussion. Motion passed unanimously.

5. New Business

 5.1 Priority Activities – current

a. Outreach to communities and confirmation of community representatives. R. Snow will continue researching Constant Contact Marketing Software.

b. S. Frost will send an updated contact list to BOD.

c. Reconstituting advisory committee and schedule monthly meetings.

d. Complete revisions to strategic plan.

e. Host a workshop

5.2 Next SWA Quarterly Meeting - Tentatively planned from February. Julie Dyer to lead round table discussion. M. Trainque will discuss with Julie. S. Frost planning State of the Seacoast presentation. Town representatives would have 10 minutes to speak.

5.3 Grant Opportunities – M. Trainque motioned to postpone discussion. Motion passed unanimously.

5.4 Housekeeping (if/as needed)

a. R. Snow motioned to allocate retainer of $500 to Katie Butler paid quarterly. C. Albert seconded. Motion passed unanimously.

6. Old/Ongoing Business

6.1 SSC Update – S. Frost will speak with Deb L. regarding the SSC / Manchester-Nashua meeting on March 28, 2019. SSC meeting have been moved to the third Wednesday of the month, with the next meeting being on January 16, 2019.

 6.2 Next BOD Meeting – January 9, 2019

 6.3 SWA Advisory Committee – M. Trainque discussed the need to reconstitute the advisory committee and schedule monthly meetings.

7. Public Comment - C. Albert shared the date of the Lamprey River Symposium of January 17, 2019. M. Trainque shared the date of the PREPS management committee of January 18, 2019.

8. Adjournment - C. Albert motioned to adjourn, S. Frost seconded. Adjourned at 5:37 P.M.