

**Ways & Means Committee meeting  
(Conference Call)  
April 3, 2007**

**Committee members in attendance:**

Porter Duvall, Chair (Jefferson)  
John Dryzal (Cambria)  
Keith Eisenhart (York)  
Cathy Skwara (Bucks)  
Charlotte Severcool (Wyoming)  
Jack Tressler (Somerset)  
Sam Worley (Franklin)

**Guests:**

Victor Cappucci, PACD President (Wyoming)

**PACD Staff:**

Kathleen Banski  
Lisa Suhr

**1. Approval of the July 25, 2006 Minutes**

Motion to Accept the July 2006 minutes was made by Jack Tressler and Seconded by Charlotte Severcool. No changes. Motion carried.

**2. Dues Waiver**

The Executive Board has the authority to grant a dues waiver to conservation districts that cannot pay their dues in full, due to an extenuating circumstance. The PACD Executive board requested assistance from the Ways & Means committee in defining what constitutes an extenuating circumstance.

**The committee reviewed the current dues waiver form and offered a number of suggestions including:**

1. Inserting language on the form that reflects a dues waiver is intended to help relieve a temporary circumstance. It is not intended for long-term usage.
2. Districts requesting a Dues Waiver should budget in-full for PACD dues.
3. Districts requesting a Dues Waiver should explain what percent (or amount) of the full dues budgeted was approved; and
4. District requesting a Dues Waiver should provide detailed information describing their temporary extenuating circumstance;
5. Districts requesting a Dues Waiver should develop a course of action for helping to eliminate the need for future dues waivers. Action plans might include: Receiving assistance from the PACD in developing an annual budget; Participating in a Leadership Development Team Visit; or obtaining assistance with educating the county commissioners, District Board members and/or staff about the PACD.

### **3. Draft Budget Review**

The Committee reviewed the draft budget. A motion was made by Tressler and seconded by Dryzal to recommend a 13% dues increase. The committee discussed the motion and all agreed. Motion was approved.