

Agenda November 20, 2018
Conservation District Board of Directors Meeting
USDA/NRCS Field Office 954 Isabella Rd, Midland, MI 48640

Call to Order/ Roll Call:

Meeting was called to order at 7:00pm

Board members attending: Mary Johnson, Laura Norcutt, Cal Wentworth, Justin Pelton, Belinda Brewster.

No board members absent.

Others attending; Karen Thurlow, Administrator and Boyd Byelich, NRCS

Additions to the Agenda: Guest/Public Comment: None

Consent Agenda:

September meeting minutes were presented for review, Cal made the motion to accept minutes, Justin seconded the motion all voted in favor to approve. No meeting was held in October, no quorum.

Karen presented financial reports for September, October,

and November. The following bills for approval this month are: Payroll, Smith & Co 3rd quarter pmt. \$150.00, Farm Home Publishers Plat Book Final payment Due December \$375.00, Convention Expenses, Hotel (\$256.50) Gas (\$40.00), Meal (27.50).

The following bills were Paid in October; There was no quorum to approve, however Laura gave permission to pay, HAP mileage and hours (269.39), Nursery License (\$100.00), Fischer Insurance (\$620.00),

Laura motioned to approve all presented bills along with \$120.00 to NACD for membership dues, Justin seconded the motion, all voted in favor

MAEAP Report: None Available

NRCS Update: Boyd gave a brief update on NRCS business.

Administrators Report: See attached Includes

Old Business:

NRCS Coop Agreement updates

Tree Sale updates

HAP Program:

Trailer Rental Program

Marketing updates/MCTV/Workshop

New Business/ Correspondence:

Mackinac Center Private Working Group Panel Update (Oct 25 meeting) Update in Admin Report

Checks received for barn Purchase, repairs/expense, Barn Fund Balance is \$60,000.00

Barn Funds will be accounted for separately from District Operations. Monthly financial reports will be presented on both.

Convention Update:

Annual meeting change: Karen suggested that we change the Annual meeting to April or May and do an open house type meeting at the barn. Topic was discussed, and Laura made the motion to have it the 3rd week in May, Justin seconded the motion, and all voted in favor. Karen will work on changing and planning.

NACD Dues were discussed and Laura made the motion to pay the Bronze level dues for NACD, Belinda seconded the motion, and all voted in favor. Try for a year and weigh benefits.

Budget Update was presented to the Board.

Insurance Premium Payment for Karen, Fringe Benefits Co-Op Agreement, in the past the insurance was covered by Fringe benefits package in co-op agreement, with the extension, Karen requested payment of the yearly premium. Mary made the motion for Karen to pay the premium, Belinda seconded the motion, and all voted in favor.

Admin. Work Agreement review and hours. Karen will be working 4- 8-hour days with the co-op agreement extension and hours will be assessed with budget monthly.

New Business: Barn sale was discussed, No one has heard from the commissioner's office on the closing, Karen Has E-mailed twice with no response back. Cal was going down in the morning to see if he could meet with Bridgett and get back to Karen on any details.

Laura motioned to Adjourn meeting at 7:50pm, Cal seconded, and all voted in favor.

Next Meeting: Meeting December 18, 2018

Minutes Approved: _____

Laura E. Norcutt

Date

12/18/18

Chair

Secretary

Karen Thurlow

Date

12/18/18

Administrators Report: November 20, 2018

Old Business:

NRCS Cooperative Agreement Update: Accrual for 3rd payment paid 8-23-18, \$9927.00. Accrual sent in \$8550.00 and request for extension. **Received Extension 10/15/2018.** Payment should be received soon.

Tree Sale: Working on mailing list of past Tree sale customers. Working on tree sale order form and nursery orders now. Finalize next meeting

HAP Program Update:

New grant amount for FY19 is \$1000.00 and agreement was signed and returned. A problem was reported of hunters not signing in. CO was informed. Added a new sign to remind hunters they must sign in. 4th Qtr. FY18 Payment was be \$224.37 Amount remaining in grant. Karen was paid for hours and mileage. Received a \$500.00 advance payment

Trailer Rental Program Update: No rentals scheduled at this time.

Marketing Update: Web page is updated.

Farm Tour Update: Received a Thank You for donation from Carolyn Laurenz and some letters from Coleman school

Workshops: Pending MAEAP Phase 1 scheduled for April 11, 2019,
Why When and How to plant trees, (April)
Back Yard Conservation (May)
Cover Crops Grazing and Soil Health. Wetland Determinations

MCTV Conservation Matters: Did a show for Arenac Farm Tour under Conservation Matters. Currently have 2 shows airing on MCTV. Went to Honors night Nov. 15th at Creative 360.

New Business:

Convention Update

Received Grant to convention paid by MDARD, District paid for hotel room and Gas. Paid 27.50 for the Dinner at the Awards banquet, May I be reimbursed? Attended a Quick Book Training one on one with Colleen Reynolds 8:00am Monday am. That's why I went the day before. Attended New District Manager Workshop, Region 6 Managers Meeting, Attended the MACD Annual Meeting, Legislative Advocacy Update, Possible Yearly Funding coming soon. Attended FY19 Funding and Resource Assessments, Dinner and Awards, Wednesday, MDARD Listening Session, Innovative District Programs I did a 15 minute presentation on the success of coming back to operation and what we have accomplished. Highlighting the Barn, The Educational Trailers and the TV Show Conservation Matters. And regaining support of community partners.

Was asked to attend the Mackinac Center Conservation Working Group. 10/25/2018 All day event and dinner. Little Forks Conservancy, Chippewa Nature Center, MUCC, The Nature Conservancy, Farm Bureau, Attended. They will be doing a report on what we discussed. Nice Dinner and discussion for the public in the evening at the Red Keg Event Center

Correspondence: None