

**Midland Conservation District Board of Directors Meeting
Minutes November 16, 2021**

Location: Lee Township Hall 1485 W Olson Rd, Midland, MI 48640

Meeting was called to order by Chair Laura Norcutt at 7:11pm

Roll Call, Attending Directors: David Ruhle, Kevin Mudd, Laura Norcutt, Amy Klopf.

Absent Directors: Cindy Poole.

Others present:

Administrator; Karen Thurlow, Staff; Benjamin VanDyke, NRCS District Conservationist; Dave Lehnert. Associate Directors; Dan Henton and Pam Hall.

Additions to the Agenda: KT requested addition of Federal tax withholding payment to payment of current bills. \$1627.86.

Consent Agenda: (Board was sent documents for review on 11/10/2021)

Past meeting Minute Approval: October Meeting Minutes presented.

After review of the October draft minutes, David R. motioned to approve the minutes as written, Amy K. seconded the motion, all motioned in favor.

Financial Report Approval: After Treasurer reviewed the reconciled October financial report, Amy K. motioned for approval, David R. seconded the motion, all motioned in favor.

Approval for Payment of Current Expenses; Karen T. made request for approval for Payment of current of expenses listed in November Financial Report and noted below:

Monthly Payroll November,

DL Travel Expense Report \$31.36,

Gordons Food Service \$192.13- region 6 meeting food,

Monthly Bank service charge \$5.89,

Monthly CC Reader Fee- \$4.95,

Home depot-thermometer for milk house \$21.18,

Pencil pouches for HAP folders \$2.12,

Federal tax withholding payment \$1627.86.

Laura N. made motion to approve of listed expenses. Amy K. seconded the motion, all motioned in favor.

Staff and Partner Reports: ALL reports were sent for review before the meeting.

- NRCS Report: Dave L gave verbal report.
- Staff Report: Ben V
- Farm Bill Assistant Report: Darcy L
- MDARD -Partner Reports for October and November, were presented for board review at their convenience. They were not available to send with 11/10/21 documents.
- Administrators Report: Updates & Old Business:
 - Barn Update - NRCS Coop Agreement updates - NACD TA Update
 - CTAI Grant update - HAP Monitoring Update, MACD Operations Agreement.
 - Tree Sale Update – New Grants and Funding - Agriscience Advisory Board update
 - Workshop/MCTV Schedule/ Updates - Trailer Rental Program, Advocacy and Outreach
 - Correspondence/Community Activities/District Promotion and Trainings.

New Business:

Zoom Renewal: Karen T. stated that Zoom renewal was due and asked for board to vote to renew or cancel. After discussion, all present agreed it is not needed at this time and we can use Teams or Google Meets for free. Laura N. made the motion to cancel, Amy K. seconded the motion, all motioned in favor.

Review and discussion of current District policies written 11/16/2021 were presented and reviewed prior to the meeting with documents sent 11/10/2021, no discussion or changes were currently noted. Karen T stated that changes can be adopted at any meeting. Policy Reviews presented were: District Policy Manual, Adopted and Updated Banking Policy, Investment Policy and Credit Card Policy. Kevin M. made the motion to approve presented policies, David R. seconded the motion, all motioned in favor.

Open New Account at Members First and Close current Huntington Bank account. Karen T. stated that she and Laura N. had an appointment to open new account. Was suggestion by Karen T to change banks because of all the changes our current bank is having, board discussed and decided that a local credit union would the benefit district, no monthly fees and interest earned. We will start the process. And a motion is needed to do this. Laura N. made the motion for approving closing bank account from Huntington Bank and open a new one at Members First Credit Union. Amy K. seconded the motion. All voted in favor.

Other discussion; Karen T. stated after reviewing the NACD insurance package she felt it was not beneficial so she sent in the \$300.00 check for NACD Dues approved 9/21/2021. No further discussion were noted.

Correspondence/Community Activities/District Promotion and Trainings will be removed from this format. It is currently noted on the last page of the Administrators report with the prior month in review and current month happenings.

Guest/Public Comment; none

**Next Meeting: December 21, 2021
Location -Lee Township Hall 1485 W Olson Rd, Midland, MI 48640**

Adjourn: Laura N. motioned to adjourn the meeting at 7:44pm. All members voted in agreement.

Reviewed and Approved:

Yacinda E. Knott Date: 12/21/21
Chair

Karee Thibault Date: 12/21/21
Secretary