



ROCK ISLAND COUNTY SOIL AND WATER CONSERVATION DISTRICT

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RISWCD Board Meeting Minutes Thursday February 6, 2020

5:00 p.m

PRESENT

Dawn Temple, AC
Gary Blanchard, Chair
Sally Ferguson, Associate Director
Brian Parkinson, Vice-Chair
Rich Stewart, RC
Marty McManus, IDOA R.R.
Julie Voelker, Director
Nathan Oak, Treasurer/Secretary
Ross Smith, Education Coordinator

ABSENT

Twila Cederstrom, Director
Joe Gates, Conservation Specialist
Jason Hessman, NRCS DC
Bob Westfahl, RI County Board
Rep.

1. Call to Order
Chairman Gary Blanchard called the meeting to order at 5:05 PM. Roll call was taken.

2. Consent Agenda including Timesheets,

Bills & Staff Reports

The previous meeting Agenda, Minutes, Paid Bills, Financial Packet, and Staff Reports had been sent out via email to all board members for review. The partner reports were not sent out previously but included in the packet provided at the meeting. Ferguson asked McManus a status on the available funds remaining on the FY19 money. He stated that the District's have to monitor and volunteer to transfer the funds to another district. McManus thinks it will be difficult to get it all spent and possibly a scramble to tie up all the funds by the end of the year. Temple reviewed the timesheets with Oak and Ferguson prior to the meeting as well as the financial statements and bank accounts. Oak made a motion to approve the consent agenda items. Voelker seconded. **MOTION PASSED.**

3. Public Participation

None

4. UNFINISHED BUSINESS

1. Grants Status Overview

Temple passed around a summary of the current grants that we currently have in place and are applying for. We have received no funding from NRCS or IDOA for FY20. Not sure when funds are coming, but possibly in the next couple months. We will be getting \$10,000 for PFC for FY19. Training funds of \$500 are still available. Need to send invoice to Rock Island County in April for our allocation and will likely receive funds in June. Need to have someone at budget meeting in August for next year's allocation. Temple suggested that we ask for additional funding to continue

doing the construction site reviews for Rock Island County since they don't have anyone on staff to do the reviews. Maybe we need to build a case showing some bad projects. Ferguson agreed that we should present it and if they choose to address it or not is up to them, but at least we make them aware of it. NACD grant for Gates' position (technical assistance) 2nd quarter report was completed, and the next grant priority application is due on 2/17. This is a good fit for Gates' position and Board agreed to apply again. Copperas Creek grant is approved and starting process to get the projects going. A lot of requirements and several pre-project strategies that must be completed prior to proceeding. There will be a steering committee meeting on 2/20 and a public informational meeting/media event on 3/5 at Illinois City Hall at 1:00. Mill Creek Watershed application was submitted for the watershed plan – IEPA 604b grant. If we are denied, we should know around July otherwise we would receive funds in October. It is a 100% funding grant, but we did indicate a small district match of \$10,000 to help our cause.

2. Report from Nominating Committee

Ferguson and Temple met with Becky Buckrop (IL Extension) regarding the Board Director position and she decided she was not interested in serving on our Board. Both she and Mark Jackson recommended Julie Derrer and Ferguson is attempting to get in touch with her. She would provide the diversity and skills we are looking for. Chris Elsberg is another recommendation and Ferguson has a couple other options of people she knows that she would like to come on as associate members. The nominating deadline is 2/14. Cederstrom (not in attendance) did say she would continue to serve until we find a replacement if necessary.

3. FY19 Audit

Temple passed out copies of the Audit packet to all Board members. Everything looks good and we are in a good position. Temple was commended for her excellent work.

4. Quarterly Financial Budget to Actual Analysis

Ferguson provided the 2nd quarter financial budget analysis and explanation of variances in a graph format. Overall, we are pretty on target with budget projections with exceptions being mostly due to timing issues and imperfect information available. Budgeted YTD loss \$33,400, Actual YTD loss \$38,300. (Smith exits meeting.) One of the discrepancies we will not make up is seed sale revenue. This is tied to CRP and since the applications are going in now and would be tied to next year's budget. Next quarter we will look at the forecast and do a budget amendment if necessary.

5. NEW BUSINESS

1. NRCS Memorandum of Understanding & Local Area Workgroup

Stewart reported that in the new MOU NRCS has quantified expense costs related to supporting Districts. Temple reported that the allocated cost for space/rent is

around \$19,000. Other costs include utilities, vehicle use, computer/printer use, and IT support. In return the district will answer phones, NRCS admin work, etc. Temple stated that since we have these values, we should now add the income and expense line items as “in-kind” on the financial statements. Ferguson suggested to check with the auditor before doing so. Stewart stated that we will also be required to do a strategic planning local area workgroup by September 2020. Need to bring in other local partners for input on a conservation needs assessment. Temple added that a 3-year strategic plan is also required (and noted that our current strategic plan is expiring this year). Temple would like to create a public input survey for the conservation needs assessment to help get input and provide to the workgroup. This contract is required to continue business as usual. Oak made a motion to approve. Voelker seconded.

MOTION PASSED.

2. Board of Directors Plan of Work

Ferguson created and passed around a draft of Directors Plan of Work that itemizes and prioritizes projects and programs to help us determine work loads for staff. It can be used as a tool to make the most of the Board’s time together to access needs and be proactive in determining those items. More items will be moved to the consent agenda items including the staff reports. Several informal committees could be formed including several Board members and a staff member (or 2). Committees include conservation, strategic, finance, personnel and would report back to the Board at the meetings. The second part included compliance items. This would help make sure we are in compliance with our policies and if not, provide guidance on updating the policies. The third part is about staffing time and their plan of work and availability of taking on new projects.

3. Upcoming Events

Temple passed around flyers for upcoming events and discussed them briefly.

4. ADDED: SSRP & PFC

Stewart requested approval for Scott Crowl SSRP project. Oak made a motion to approve. Parkinson seconded. **MOTION PASSED.** He also requested approval on Rod Derrer cover crop PFC project (30 acres). Blanchard made a motion to approve and Parkinson seconded. **MOTION PASSED.**

6. Next Board Meeting

The next meeting is scheduled for Tuesday March 3rd, 2020 at 5:00 pm.

7. Adjourn

A motion was made by Parkinson and seconded by Oak to adjourn at 6:26 pm. MOTION CARRIED.

Respectfully Submitted,

Nathan Oak, Secretary/Treasurer