



# Dickinson Conservation District

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## Dickinson Conservation District BOARD OF DIRECTORS MEETING

Thursday April 21, 2022 | 4:30 pm (CT)

### MINUTES

Date Approved: \_\_\_\_\_ Signed By: \_\_\_\_\_

- 1) WELCOME/CALL TO ORDER: Chairman B. Rice called the meeting to order at 4:32 pm. Board members in attendance were Bill Rice, Sue Pope, Mark Rossato, and Mark Hansch. Also, in attendance were Joshua Isaac, Tom Berndt, Rachael Guth, and Amber Butterfield.
- 2) APPROVAL OF AGENDA: M. Rossato moved to accept the agenda as presented with the amendment of 6d. Remote Work for District Manager. S. Pope supported. Motion carried.
- 3) PUBLIC COMMENT: There was no public comment.
- 4) CONSENT AGENDA: The consent agenda, containing the following items, was presented. S. Pope moved to accept the consent agenda as presented. M. Hansch supported. Motion carried.
  - a) Minutes of February '22 Board Meeting
- 5) OLD BUSINESS:
  - a) Insurance Package and Stipend: A. Butterfield spoke to the Board regarding the insurance package that was secured with the help of B. Rice. B. Rice proposed a monthly stipend to all full-time employees of \$500, explaining that the operational grant funding could cover this expense. He, furthermore, explained that the FAP grant and WRISCs grants would cover this expense in subsequent years. A. Butterfield suggested that documentation should be drafted stating these processes. The Board requested A. Butterfield to draft this documentation, making the stipend retroactive to April 19, 2022, once this was approved at the following months Board Meeting. M. Rossato moved to accept the \$500 a month stipend for full-time employees of the DCD. M. Hansch supported. Motion carried.

#### 6) NEW BUSINESS

*Promoting Responsible Natural Resource Management*



- a) Office Status: A. Butterfield notified the Board that the office has been officially open to the public. She explained the steps, via NRCS rulings, that are in place to ensure the safety of all staff and the public that enter the building. A. Butterfield was looking to the Board on their preference regarding staff working in the office or remotely. After discussion the Board recommended A. Butterfield use her discretion regarding the staff.
- b) Future Board Meetings: A. Butterfield informed the Board that they would be resuming monthly Board Meetings as the status of every other month was too difficult to accomplish business. M. Rossato stated that he would prefer for the meetings to resume indoors. B. Rice made mention that he wishes to step down as Board Chair in the next reorganizing but to stay on as Treasurer.
- c) Annual Meeting and Board Elections: A. Butterfield alerted the Board that M. Rossato and K. Lehmann were up to renew their terms. M. Hansch stated that he would be willing to sign on for a 4-year term. A. Butterfield verified that she would have the paperwork needed for the Board members at the May meeting, where it could be decided when and where the Annual Meeting would take place.
- d) Remote work for District Manager: A. Butterfield alerted the Board regarding some medical issues that would require ongoing travels to Milwaukee. She requested the ability to work remotely during these times. The Board confirmed that this would be okay.

## 7) REPORTS:

- a) Finance Committee Report:
  - a. Approval of Treasurer's Report: The Board reviewed the financial documents presented. B. Rice discussed his reviewing of the Treasurer's Report. M. Rossato moved to accept the Treasurer's Report. S. Pope supported. Motion carried.
  - b. Approval of Bills: Upon review of the bills S. Pope moved to accept the Approval of Bills. M. Hansch. Motion carried.
- b) Administrative Report:
  - a. Grants Update: A. Butterfield updated the Board regarding both DCD and WRISC grants. She stated that all grants had been reported on and that they were currently awaiting reimbursements.
  - b. Sales/Projects: Spring Tree Sale & Calendar Sales: A. Butterfield informed the Board that the DCD was gearing up to take on their Annual Tree Sale and that they were looking forward to implementing the new techniques that were provided by CSG.
- c) Partner Reports:
  - a. FAP: J. Isaac gave a quick update to the Board regarding upcoming events, site visits and the acreage that he has surveyed.



- b. WRISC: B. Rice addressed the Board about his wishes to step down from the WRISC Board and inquired if a DCD Board Member would step up in his place. M. Rossato requested that L. Peterson send a blurb to the Board regarding WRISCs purpose and a Board Member's involvement. A. Butterfield stated that she would speak to L. Peterson regarding this.
- c. MDARD: R. Guth spoke regarding the upcoming Summer Conference. She stated that employees of the DCD were not required to attend, but Directors are encouraged to attend if able . She spoke that there was an upcoming New District Managers Retreat coming up and suggested that A. Butterfield attend.
- d. Produce Safety: Update included in packet.

8) MEETING REPORTS: B. Rice spoke about UP RC&D and their working to get them partnered under MSUE.

9) RESOURCE ISSUES: None

10) BOARD PRIVILEGE: M. Rossato thanked J. Isaac and T. Berndt for their preparedness when he inquired about getting his land into a program.

11) ADJOURN: Next meeting May 19, 2022 @ 4:30pm. M. Rossato moved to adjourn the meeting at 5:25 pm. M. Hansch supported. Motion carried, meeting adjourned.

*Minutes compiled and submitted by A. Butterfield.*

