

DICKINSON CONSERVATION DISTRICT BOARD MEETING

Minutes

May 16, 2019

USDA Service Center~ 420 N. Hooper Street, Kingsford, MI

Date Approved: _____ Signed By: _____

1. **Call to order:** Chairman Rice called the meeting to order at 5:03pm. Attending the meeting were Board Directors: Bill Rice, Kristen Gendron, and Sarah Blanzky. Directors absent from meeting Sue Pope. Also, in attendance were Amanda Nelson, Lawrence Sobson, Lindsay Peterson, and Bob Goodreau.
2. **Approval of Agenda:** Blanzky moved and Gendron supported the Agenda with the following corrections 7a. GLTPA Conference and 8a Amanda's Work Agreement. Motion carried.
3. **Public Comment:** N/A
4. **Consent Agenda:** The Consent Agenda included the following items: Minutes of 04/18/19 Mtg; General Operations Report, Food Technician, and MAEAP report for March 2019. Moved by Gendron and Blanzky supported. Motion moved.

Old Business

5. *Components of Governance:* There was discussion over section D through F of the Employee Handbook. There will be more discussion on section F next Board meeting.

New Business:

6. *Spring Tree Sale:* The 2019 Spring Tree Sale went normal compared to other years. The DCD Board gave some constructive advise on how we can improve the 2020 Spring Tree Sale.
7. *Nominating Director:* Motion to nominate Bob Goodreau as a Director on the Dickinson Conservation District Board of Directgors. Moved by Gendron, supported by Blanzky. Motion Carried.
 - a. *Great Lakes Timber Professionals Association:* The GLTPA asked Nelson to attend some meetings with legislatures in Lansing the from May 21-May 24. They would pay for lodging and mileage so the District would just be asked to pay for her wages. Motion to allow Nelson to go down state with the GLTPA. Gendron moved and Blanzky supported. Motion carried.

REPORTS

8. **Personnel Committee Report:**
 - a. **Work Agreement** – Motion to adopt the new work agreement for Nelson. Blanzky moved and Gendron supported. Motion carried.
9. **Event Planning Committee:**
 - a. **Open House:** There was discussion on if the Open House event is feasible with-in the next couple of weeks. DCD will hold an Open House at a different time.
10. **AD Hoc Millage Committee Report:** N/A
11. **Finance Report:**
 - a. Finance Committee: Finance Committee has thoroughly reviewed all financials from the previous month.
 - b. *Treasurer's Report:* The YRD Profit and loss by Class, Summary Balance Sheet, and Reconciliation Summary for April were presented. The reconciled checking balance was \$112,262.60 from 4/30/19. The average pay roll for the past month was \$6,274.33. Motion to put financials reports on record Blanzky moved and Goodreau supported. Motion carried.
 - c. *Bills* of totaling \$13,110.25 were submitted for approval at this meeting, as well as a report on all payrolls, taxes, and other bills paid since the last meeting. Expenses in past month included (some paid prior to meeting): Visa bills for Nelson \$2,959.89, for Sobson \$64.17, and savings deposit \$250. After reviewing the bills and payments. Gendron moved and Goodreau supported approval of the bills as presented. Motion carried.

d. Budget update: N/A

12. **Administrative & Grants Update:**

- a. *Grants update:* Nelson gave a verbal grant and handed out grant's spreadsheet. There is still two outstanding grant balances, Wisconsin DNR and MISG. We have received all other payments from the other grantors. Grants appear to be on budget for the summer. Grant reporting will happen at the end of June.
- b. *Sales:* Wildflower Sales are underway and appear to be doing better than the previous year. There are currently 34 pre-orders in. The photo contest is well underway and staff will start developing the calendar sometime in July.
- c. *Pesticide Applicator Business:* N/A
- d. *Trucks:* N/A

13. **Partner Reports:**

- a. *FAP:* Lawrence handed out the FAP report. Sobson conducted 7 sites in the last month. He has been participating in the Iron Mountain Tree Board and has been working to develop a tree plan for the city. See attached.
- b. *NRCS:* N/A
- c. *WRISC:* Peterson gave a verbal update. Katherine Mental, a summer staff, has started working. Peterson and staff attended a work day with the Iron Mountain High School science class. The WRISC Annual meeting will be held on June 7, 2019 at the Florence County Resource Center.
- d. *MDARD:* Racheal Guth gave verbal and written update. See attached.

14. **Meeting Reports:**

- e. *County Board meeting:* Chairman Rice attended and gave verbal update. Barb Kramer mentioned that she has been working with the Lake Antoine Association. They have been working together to get handicap parking at there for easy access.

RESOURCE ISSUES/DIRECTOR'S PRIVILEGE:

Goodreau – Goodreau mentioned that he thinks DCD should be focusing more on hunters to create food plots. It could be a good fundraiser for the District.

Adjournment: The meeting was adjourned at 6:46 pm. The next regular meeting date of the Dickinson CD Board will be held May 16, 2019 at 5:00pm at the USDA Service Center. Moved by Gendron, supported by Blanzky to adjourn the Board Meeting. Motion carried.

Respectfully submitted,



Amanda Nelson, District Manager