



Officers & Directors:

Mike Landini, President, Mike Yalow, Vice President, Kandi Manhart, Secretary, Bruce Roundy, Treasurer
Donnan Arbuckle, Shannon Douglass, Jim Giachino, Gilbert Goedhart

Associate-Directors:

Candis Woods, Kathy Landini, Peter Carley, Spring Groteguth

Staff:

Kandi Manhart, Executive Officer ~ Lisa Tietz, GCCFM Manager ~ Stephini Deitz, Administrative Assistant

Meeting Minutes

Date: Monday, May 20, 2013
Time: 9:00 am to 12:00 pm
Location: Glenn County Farm Bureau
831 5th Street
Orland, CA 95963
(530) 865-9636

DIRECTORS PRESENT: Mike Landini, President; Mike Yalow, Vice President; Bruce Roundy, Treasurer; Donnan Arbuckle, Shannon Douglass, Jim Giachino and Gilbert Goedhart.

DIRECTORS ABSENT: None.

ASSOCIATE DIRECTORS PRESENT: None.

ASSOCIATE DIRECTORS ABSENT: Candis Woods, Kathy Landini, Peter Carley and Spring Groteguth.

OTHERS PRESENT: Del Reimers; Joe Vlach; Chet Vogt, Chair of Steering Committee and Pelayo Alvarez, Director of California Rangeland Conservation Coalition; David Toney, President of Glenn County Farm Bureau; Lisa Humphreys, Manager of Glenn County Farm Bureau; Lisa Hunter, Glenn County Ag Department; Vicky Dawley, Tehama County RCD; Kelly Peterson and Mary Pesenti, Butte County RCD; John Hunt, NCRLT; Dwight Foltz, Glenn County Board of Supervisors; Rob Vlach, NRCS; Wendell Gilgert, PRBO; Kandi Manhart and Stephini Deitz, RCD Staff.

I. CALL TO ORDER & INTRODUCTIONS

President Landini called the meeting to order at 9:05 am. Introductions ensued.

II. PLEDGE OF ALLEGIANCE

Pledge of Allegiance ensued.

III. PUBLIC COMMENT (limit 5 minutes):

None.

IV. MINUTES

A. Approve meeting minutes for April 15, 2013

President Landini entertained a motion. *Roundy moved to approve meeting minutes for April 15, 2013 as presented. Yalow seconded. Approved.* Director Shannon Douglass absent at time of vote.

V. SPECIAL PRESENTATION

BY CHET VOGT, CHAIR, STEERING COMMITTEE & PELAYO ALVAREZ, DIRECTOR CALIFORNIA RANGELAND CONSERVATION COALITION

“THE CALIFORNIA RANGELAND CONSERVATION COALITION: WORKING TOGETHER TO KEEP RANCHERS RANCHING”

Alvarez and Vogt presented on the California Rangeland Conservation Coalition. Discussion ensued.

VI. RCD REPORTS

A. Directors and Associate-Directors

Directors and Associate-Directors reported on meeting attendance and various matters.

B. Executive Officer

Manhart reported off her written report and reported on meeting attendance and various matters.

VII. PARTNER REPORTS

Vlach – *NRCS* – Reported on programs and various matters.

Toney – *Glenn County Farm Bureau* – Reported on various programs and ordinances.

Peterson – *Butte County RCD* – Reported on programs and various matters.

Foltz – *Glenn County Board of Supervisors* – Reported on programs and various matters.

VIII. PROJECT UPDATES

A. USDA NRCS Cooperative Agreement # 2 – Active

Manhart provided report. Discussion ensued.

B. Nesting Habitat Product Sales

Deitz provided report. Discussion ensued. Gilgert recommended RCD create follow-up letter for Habitat Maintenance and progress on inhabitant. RCD will work with Melany Atens, NRCS Partner Biologist, to create letter.

C. Colusa Glenn Subwatershed Program Outreach and Education Services

Manhart provided report. Discussion ensued.

D. Glenn County Certified' Farmers Market

Roundy provided report. Discussion ensued.

IX. FUTURE PROJECTS, PROGRAMS, FEE FOR SERVICE OPPORTUNITIES

A. Ongoing discussion between Board and Staff

Manhart encouraged discussion. Discussion ensued.

X. RCD EVENTS/PROGRAM

A. Run Your Tail Off... through the Watershed 5K/10K Run-Walk – May 4

Manhart provided report. Discussion ensued.

B. Glenn County FAIR – May 16-19

Manhart provided report. Discussion ensued.

C. Annual BBQ – May 30

Manhart provided report. Discussion ensued.

D. Annual Open House – July 15

Manhart provided report. Discussion ensued.

E. Range & Natural Resource Camp Sponsorships

Manhart provided report. Discussion ensued.

F. High School Speak-Off Contest

Manhart provided report. Discussion ensued.

G. Annual Awards: “Conservation of the Year” and “Partner of the Year”

Manhart provided report. Discussion ensued.

XI. FINANCIAL REPORT

A. Report provided by Financial Committee

Manhart provided report. Discussion ensued.

1. DRAFT FY 2013/2014 for review only

Manhart provided report. Discussion ensued.

B. Approve Financial/Budget Meeting Minutes for March 5, 2013

Roundy provided report. Discussion ensued. *Roundy moved to approve Authorization to approve Financial/Budget Meeting minutes for March 5, 2013 as presented. Yalow seconded. Approved.*

C. Approve monthly financial reports and cash disbursement journals


Manhart reported on written report. Discussion ensued. *Arbuckle moved to approve monthly financial reports and cash disbursements journals as presented. Yalow seconded. Approved.*

XII. ADJOURNMENT


President Landini adjourned the meeting at 11:30 am.

Approved on June 17, 2013 by the Glenn County Resource Conservation District Board.

Attested by,



Mike Landini, President



Kandi Manhart, Secretary

Items Attached:

Financial Reports and
Cash Disbursements Journals

11:09 AM
05/16/13
Accrual Basis

Glenn County Resource Conservation District
Balance Sheet
As of May 16, 2013

	<u>May 16, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
GCC Farmers Market	7,925.64
GCC Farmers Market - SNAP	129.00
Petty Cash	2.32
UMPQUA Checking	48,711.17
UMPQUA Savings	301.22
Total Checking/Savings	<u>57,069.35</u>
Accounts Receivable	
Accounts Receivable	38,560.48
Total Accounts Receivable	<u>38,560.48</u>
Other Current Assets	
Inventory Asset	690.10
Total Other Current Assets	<u>690.10</u>
Total Current Assets	96,319.93
Other Assets	
Other Assets	-0.25
Total Other Assets	<u>-0.25</u>
TOTAL ASSETS	<u><u>96,319.68</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,069.80
Total Accounts Payable	<u>1,069.80</u>
Other Current Liabilities	
Sales Tax Adjustments	0.78
Sales Tax Payable	161.37
Total Other Current Liabilities	<u>162.15</u>
Total Current Liabilities	<u>1,231.95</u>
Total Liabilities	1,231.95
Equity	
Prior Year Adjustment	-21,501.00
Unrestricted Net Assets	132,276.59
Net Income	-15,687.86
Total Equity	<u>95,087.73</u>
TOTAL LIABILITIES & EQUITY	<u><u>96,319.68</u></u>

11:08 AM

05/15/13

Glenn County Resource Conservation District
Reconciliation Summary
UMPQUA Checking, Period Ending 04/30/2013

	<u>Apr 30, 13</u>
Beginning Balance	63,799.73
Cleared Transactions	
Checks and Payments - 15 items	-11,947.82
Deposits and Credits - 10 items	4,240.01
Total Cleared Transactions	<u>-7,707.81</u>
Cleared Balance	<u>56,091.92</u>
Uncleared Transactions	
Checks and Payments - 3 items	-2,737.50
Deposits and Credits - 1 item	250.00
Total Uncleared Transactions	<u>-2,487.50</u>
Register Balance as of 04/30/2013	<u>53,604.42</u>
Ending Balance	<u>53,604.42</u>

Glenn County Resource Conservation District

5/16/2013 11:49 AM

Register: UN IA Checking

From 04/16/2013 through 05/20/2013

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/17/2013			Undeposited Funds	Deposit		X	100.00	52,758.55
04/18/2013	3400	CARCD Sacramento Valley ...	Travel and Meetings:Conferenc...	Spring Mtg - Arbucl...	60.00			52,698.55
04/19/2013			Undeposited Funds	Deposit		X	32.25	52,730.80
04/19/2013			-split- Undeposited Funds	Deposit		X	225.00	52,955.80
			Undeposited Funds	Sponsor - GOLD Level			100.00	
			Undeposited Funds	Sponsor - GOLD Level			125.00	
04/19/2013			Undeposited Funds	Deposit		X	685.00	53,640.80
04/23/2013	3401	AT&T	Accounts Payable	Acct# 530 934-8036 ...	105.95	X		53,534.85
04/23/2013	3402	Cardmember Service	UMPQUA Visa	Acct# 4798 5100 470...	220.51	X		53,314.34
04/30/2013			Undeposited Funds	Deposit		X	130.08	53,444.42
04/30/2013			Undeposited Funds	Deposit		X	100.00	53,544.42
04/30/2013	1343	Kandi E. Manhart	Payroll Expenses:Payroll		3,939.60			49,604.82
04/30/2013	1344	Stephini A. Deitz	Payroll Expenses:Payroll		2,822.94			46,781.88
05/10/2013			Undeposited Funds	Deposit			219.30	47,001.18
05/10/2013			Undeposited Funds	Deposit			585.00	47,586.18
05/13/2013	3403	CA-Pacific Section, SRM	-split- Natural Resources & Range Ca...	Range Camp Fees - 3... Allison Wallace - Ori...	1,200.00 -400.00			46,386.18

15

Glenn County Resource Conservation District

5/16/2013 11:49 AM

Register: UFA Checking

From 04/16/2013 through 05/20/2013

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
05/20/2013	3409	Donnan Arbuckle	-split- Mileage Mileage	Mileage - Training + ... AB 1234, AB 1825 T... Sac Valley Region of...	113.00 -53.11 -59.89		47,973.64
05/20/2013	3410	Kandi Manhart	-split- Supplies Supplies Supplies Supplies	Riem. 5K/10K Run... 4/30 Willows Hardw... 4/30 Costco - 2 Foldi... 5/2 Costco - Food for... 5/3 WinCo Foods - F...	301.51 -17.07 -123.37 -106.32 -54.75		47,672.13
05/20/2013	3411	Stephini Deitz	-split- Supplies Supplies Postage, Mailing Service Postage, Mailing Service	Riem. 5K/10K Run... 5/3 Walmart - Supplies 5/2 Walmart - Supplies Postage - Top 5K Pa... Postage - Range Cam...	39.54 -23.88 -10.62 -2.92 -2.12		47,632.59
05/20/2013	3412	Kandi Manhart - PETTY CA...	Petty Cash		197.68		47,434.91
05/20/2013	3413	Cardmember Service	UMPQUA Visa	Acct: 4798 5100 470...	1,485.57		45,949.34

10:15 AM

05/15/13

Glenn County Resource Conservation District
Reconciliation Detail
GCC Farmers Market, Period Ending 04/30/2013

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						8,158.14
Cleared Transactions						
Checks and Payments - 2 items						
Check	4/15/2013	288	Glenn County Healt...	X	-160.00	-160.00
Check	4/15/2013	290	County of Glenn - D...	X	-60.00	-220.00
Total Checks and Payments					-220.00	-220.00
Total Cleared Transactions					-220.00	-220.00
Cleared Balance					-220.00	7,938.14
Uncleared Transactions						
Checks and Payments - 1 item						
Check	4/15/2013	289	Orland Chamber of ...		-12.50	-12.50
Total Checks and Payments					-12.50	-12.50
Total Uncleared Transactions					-12.50	-12.50
Register Balance as of 04/30/2013					-232.50	7,925.64
Ending Balance					-232.50	7,925.64

9:49 AM

05/15/13

Glenn County Resource Conservation District
Reconciliation Detail
GCC Farmers Market - SNAP, Period Ending 04/30/2013

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						106.50
Cleared Transactions						
Checks and Payments - 1 Item						
Check	4/30/2013			X	-12.50	-12.50
Total Checks and Payments					-12.50	-12.50
Deposits and Credits - 1 Item						
Deposit	4/30/2013			X	35.00	35.00
Total Deposits and Credits					35.00	35.00
Total Cleared Transactions					22.50	22.50
Cleared Balance					22.50	129.00
Register Balance as of 04/30/2013					22.50	129.00
Ending Balance					22.50	129.00