



Officers & Directors:

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

Associate-Directors:

Candis Woods, Chet Vogt, Danielle Spring Groteguth, Greg Massa, Holly Anthieny, Jill Egly, Jerry Ehorn, Josh Enos,
Kathy Landini, Karalissa Cutler, Karissa Leonard, Laura Powell, Lorri Pride, Mellise Albright, Peter Carley, Rebecca Ford, Susan Steuben

Staff:

Kandi Manhart, Executive Officer ~ Claudia Street, Projects Manager ~ Liz Brackmann, Watershed Coordinator
Lisa Tietz, Glenn County Certified Farmers Market Manager ~ Stephini Deitz, Administrative Assistant

Meeting Minutes

Date: Monday, April 16, 2012
Time: 9:00 am to 12:00 pm
Location: USDA Service Center
132 North Enright Avenue, Suite C
Willows, CA 95988

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

DIRECTORS ABSENT: None

ASSOCIATE DIRECTORS PRESENT: Candis Woods.

ASSOCIATE DIRECTORS ABSENT: Kathy Landini, Chet Vogt, Greg Massa, Holly Anthieny, Jerry Ehorn, Jill Egly, Josh Enos, Karalissa Cutler, Karissa Leonard, Laura Powell, Lorri Pride, Mellise Albright, Peter Carley, Rebecca Ford, Spring Groteguth, and Susan Powell Steuben.

OTHERS PRESENT: Melisa Lema, Western United Dairymen; Dwight Foltz, Glenn County Board of Supervisor liaison; Mark Perkins, Willows FFA; Johnny Medina, FFA Student; Robert Vlach, NRCS; Melany Aten, PRBO Representative; Kandi Manhart, Claudia Street, Liz Brackmann and Stephini Deitz, RCD Staff.

I. CALL TO ORDER & INTRODUCTIONS

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

II. PLEDGE OF ALLEGIANCE

Pledge of Allegiance ensued.

III. PUBLIC COMMENT (limit 5 minutes):

None.

IV. SPECIAL PRESENTATION

Mark Perkins, WHS Woodshop Instructor/FFA Advisor, and Johnny Medina, WHS Student, presented on the four-chambered bat nursery and owl boxes built for the Glenn County RCD. Discussion ensued.

V. MINUTES

A. Approve meeting minutes for March 19, 2012

President Mike Landini entertained a motion. Director Arbuckle moved to approve meeting minutes for March 19, 2012 as presented. Vice President Yalow seconded. Approved unanimously.

VI. RCD REPORTS

A. Directors and Associate-Directors

1. One Director Vacancy

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.

C. Projects Manager

Street reported off her written report and reported on meeting attendance and various matters

D. Watershed Coordinator

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

E. Glenn County Certified Farmers Market Manager

Manhart reported off her written report from Manager Lisa Tietz and reported on meeting attendance and various matters.

VII. PARTNER REPORTS

Vlach reported on meetings and various matters. Lema reported on the changes in water quality requirements for dairies. No report from Supervisor Foltz.

VIII. PROJECTS UPDATE

A. CA DOC Stony Creek Watershed Coordinator – Active

Street and Brackmann updated objectives. Discussion ensued. Street discussed Arundo removal status. Brackmann reported on status of 5K/10K Run/Walk event to be held on May 5, 2012

A.1. Discussion and authorization to approve Run Your Tail Off 5K/10K Event Registration Form

Brackmann reported on status of 5K/10K Run/Walk event to be held on May 5, 2012. Discussion ensued.

B. CARCD Xerces Society Pollinator Conservation on CA Farms – Active

Street reported on written update. Discussion ensued.

C. WCRME Beginning Farmers and Ranchers Results Oriented Financial Planning Workshops – Active

Brackmann reported on written report. Discussion ensued.

D. USDA NRCS Cooperative Agreement #1 – Active

Manhart reported on progress. Agreement #1 will be exhausted in March 2012. Discussion ensued.

E. USDA NRCS Cooperative Agreement # 2 – Active

Manhart reported Agreement #1 is exhausted. Manhart reported that Agreement #2 will be utilized beginning in April 2012. Discussion ensued.

F. Nesting Habitat Product Sales Deitz reported on current inventory and Profit and Loss Statement. Discussion ensued.

G. Glenn County Certified Farmers Market

Manhart report on written report. Manhart announced 2012 Farmers Market Promotion Grant opportunity. Discussion ensued.

IX. RCD ANNUAL PLAN & UPCOMING TASKS/EVENTS

A. Discussion and quarterly review of Annual Plan progress (Jan/Feb/ Mar)

Manhart reported on written report for third quarterly review for the months of January through March 2012. Discussion ensued.

B. Discussion and Participation in Sacramento Valley Region of RCDs Spring Meeting – April 20

Manhart reported on possible attendees for spring meeting of the Sacramento Valley Region of RCDs. Discussion ensued.

C. Discussion and possible action on RCD Range Camp sponsorship – DUE April 20

Manhart reported on written report. Discussion ensued. Manhart proposed to authorize to make payment for up to two participants to attend Range Camp (no more than \$800) by April 20. Vice President Yalow moved to authorize to make payment for up to two participants to two attend Range Camp (no more than \$800) by April 20 and Treasurer Roundy seconded. Approved unanimously.

D. RCD Awards: Conservationist of the Year Award – DUE April 30

Partner of the Year Award – DUE April 30

Manhart reported on written report. Discussion ensued.

E. Annual BBQ – May 31

Manhart reported on written report for Annual BBQ progress and meeting with committee to follow RCD Meeting. Discussion ensued.

F. Discussion and update on obtaining new website

Manhart reported on written report for progress with obtaining a new website. Discussion ensued. Manhart proposed a consensus to move forward with drafting a RFP for obtaining website services. Consensus approved unanimously to draft a RFP for obtaining website services. Draft RFP will be presented in May.

X. FINANCIAL REPORT

A. Report provided by Financial Committee

Manhart reported the Financial/Budget Committee did not meet this month. Discussion ensued.

B. Approve monthly financial reports and cash disbursements journals

Manhart reported on written report. Treasurer Roundy moved to approve monthly financial reports and cash disbursements journals with addition of prepaid registration fees for Nickel Almond Field day Training to Arbuckle FFA and Vice President Yalow seconded. Approved unanimously.

XI. ADJOURNMENT

President Mike Landini adjourned the meeting at 11:39 am.

Approved on May 21, 2012 by the Glenn County Resource Conservation District Board.

Attested by,



Mike Landini, President



Kandi Manhart, Secretary

Items Attached:

Cash Disbursements Journals

Glenn County Resource Conservation District

4/16/2012 4:16 PM

Register: UMPQUA Checking
 From 03/20/2012 through 04/16/2012
 Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/22/2012			-split- Undeposited Funds	Deposit		X	20,606.94	63,734.91
			Undeposited Funds				3.36	
			Undeposited Funds	Payment for July 1, 2...			17,378.33	
			Undeposited Funds	Payment For INV# 2...			3,225.25	
03/28/2012	3278	AT&T	Operations:Telephone, Telecom...	530 934-8036 087 5	80.80			63,654.11
03/28/2012	3279	Bond Tax & Financial Services	Contract Services:Accounting F...	Invoice 15247	170.00			63,484.11
03/28/2012	3280	Ray Morgan Company	Operations:iR 5800 Color Copier	Invoice #226185	240.50			63,243.61
03/30/2012	1279	Claudia L. Street	Payroll Expenses:Payroll		3,132.35	X		60,111.26
03/30/2012	1281	Stephini A. Deitz	Payroll Expenses:Payroll	Hire date 12/1/2011	1,904.34			58,206.92
03/30/2012	1278	Kandi E. Manhart	Payroll Expenses:Payroll		3,746.80			54,460.12
03/30/2012	1280	Elizabeth W. Brackmann	Payroll Expenses:Payroll		3,343.91			51,116.21
04/01/2012	1282	Lisa K Tietz	Payroll Expenses:Payroll	March 2012- Include...	582.50			50,533.71
04/06/2012			-split- Undeposited Funds	Deposit			285.00	50,818.71
			Undeposited Funds	Tiffany Hayes			105.00	
			Undeposited Funds	Joe Paulo			180.00	
04/10/2012			-split- Undeposited Funds	Deposit			4,016.78	54,835.49
			Undeposited Funds	Payment for March 2...			3,491.25	
			Undeposited Funds	Payment for Special ...			525.53	
04/13/2012	EFT	EDD	Payroll Expenses:EDD taxes		838.44			53,997.05

Glenn County Resource Conservation District

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Register: UMPQUA Checking

From 03/20/2012 through 04/16/2012

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/13/2012	EFTPS	IRS	Payroll Expenses:IRS taxes		3,963.68			50,033.37
04/16/2012			GCC Farmers Market	Funds Transfer			749.70	50,783.07
04/16/2012	3281	Orland Chamber of Commerce	Other Types of Expenses:Adver...	Glenn County Fair P...	25.00			50,758.07
04/16/2012	3282	NCFC Business Consulting	Accounts Payable		4,077.45			46,680.62
04/16/2012	3283	Phil Kline	Accounts Payable		125.10			46,555.52
04/16/2012	3284	Willows FFA	Accounts Payable		160.00			46,395.52
04/16/2012	3285	Office Depot	Operations:Postage, Mailing Se...	Invoice # 1455758233	35.14			46,360.38
04/16/2012	3286	Kandi Manhart - PETTY CA...	Petty Cash	Reimburse Petty Cas...	19.68			46,340.70
04/16/2012	3287	Arbuckle FFA	Other Types of Expenses:Staff ...	Luncheon Reservatio...	12.00			46,328.70

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2012 3:31 PM

Register: Farmers Market

From 03/20/2012 through 04/16/2012

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/29/2012			-split- Membership Dues	Deposit		X	70.00	11,844.22
			Membership Dues	John R. Shovein			35.00	
			Membership Dues	Northern California ...			35.00	
04/16/2012	269	Glenn County Health Service...	Accounts Payable		80.00			11,764.22
04/16/2012	270	Glenn County Health Service...	Accounts Payable		80.00			11,684.22
04/16/2012			UMPQUA Checking	Funds Transfer	749.70			10,934.52