



Officers & Directors:

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

Associate-Directors:

Dominic Brock, Spring Groteguth, Kathy Landini, Candis Woods

Staff:

Kandi Manhart, Executive Officer ~ Ritta Martin, Program Coordinator ~ Greg Baker, Soil Health Coordinator

Meeting Minutes

Date: Monday, January 25, 2016
Time: 1:00 PM to 3:00 PM
Location: USDA Service Center
132 North Enright Avenue, Suite C
Willows, CA 95988

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

DIRECTORS ABSENT: None.

ASSOCIATE DIRECTORS PRESENT: Kathy Landini.

ASSOCIATE DIRECTORS ABSENT: Candis Woods, Spring Groteguth and Dominic Brock.

OTHERS PRESENT: Jeni Carriere-LaDuke, Farmer; Victor Silveira, Farmer; Marcie Skelton, County Ag Department; Betsy Karle, UCCE; Lisa Humphreys, Glenn County Farm Bureau; Rob Vlach, NRCS; Kandi Manhart, Ritta Martin and Greg Baker, RCD Staff.

I. CALL TO ORDER, WELCOME & INTRODUCTIONS

President Yalow called the meeting to order at 1:03 PM. Welcome and introductions ensued.

II. PLEDGE OF ALLEGIANCE

Pledge of Allegiance ensued.

III. PUBLIC COMMENT (limit 5 minutes):

None.

IV. CONSENT CALENDAR

- A. Approve RCD meeting minutes for November 16, 2015
- B. Approve 2016 Maintenance Agreement with Stratti, Strategic Technology for Business

C. Approve Value Rental Lease Agreement with Ray Morgan Company for Samsung X7400 with Booklet, Fax and Cassettes, and scan software dated January 13, 2016

D. Approve monthly financial reports and cash disbursements journal President Yalow entertained a motion to approve Consent Calendar.

ACTION: Approve Consent Calendar items A, B, C, D as presented.

MOTION: Roundy

SECOND: Landini

AYES: Roundy, Landini, Giachino, Goedhart, Yalow

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: None

V. RCD REPORTS

A. Directors and Associate-Directors

Directors reported on meeting attendance and various matters. Discussion ensued on two landowners interested in becoming a full RCD Director, Craig Knight and Victor Silveira. The RCD Board of Directors made a consensus to provide a letter of recommendation to the Board of Supervisors to appoint Craig Knight and Victor Silveira to the RCD Board. Manhart will submit letter. There was also consensus to approve Jeni Carriere-LaDuke as an Associate-Director to the RCD Board.

B. Executive Officer

Manhart provided report off written report, reporting on meeting attendance and various matters. She highlighted and distributed the new Director's Handbook produced by California Department of Conservation. Manhart also reported difficulties with Office Depot invoicing as they email only "past due" notices not hard copy invoices or emails in advance of when payment is originally due; she is working with them to correct their notifications to RCD.

C. Program Coordinator

Martin provided report, reporting on meeting attendance and various matters. She also showed a short video of her involvement with Farm Bureau Leadership.

D. Soil Health Coordinator

Baker provided report, reporting on meeting attendance and various matters.

VI. PARTNER REPORTS (limit 5 minutes, unless previously scheduled)

Skelton – *Ag Commissioner* – Reported on programs and various partner updates.

Karle – *UCCE* – Reported on programs and various partner updates.

Humphries – *Farm Bureau* – Reported on programs and various partner updates.

Vlach – *NRCS* – Reported on programs and various partner updates.

VII. RCD DIRECTOR PLANNING WORKSHOP – PART 3

Special time allotted for RCD Directors to discuss planning for the future.

A. Solid Ground Consulting's Organization Assessment Report

President Yalow entertained discussion on the outcome of the report. Overall the Directors reported positive notes, such as the following highlights:

- Focus on realistic business plan
- Supports the fact current annual and long range plans are too broad, not realistic
- Increase use of volunteers to implement plans
- Supports thinking out side of the box while looking for new projects (e.g. new regulations landowner/manager and/or producers have to meet)
- Focus on professional services that staff/Board offers; not just resource issues/concerns to address
- Demonstrate value to the landowners/managers we can help

B. Retreat with Soild Ground Consulting – February 22 @ Noon to 4:30 PM

1. Discussion on location and lunch arrangements

Manhart requested input. Discussion ensued. The RCD Board of Directors made a consensus to provide purchase meeting room/lunch for the meeting. Manhart will research and identify a location.

VIII. RCD PROJECTS & PROGRAMS

A. Colusa Glenn Subwatershed Program Outreach and Education Services

Manhart provided update.

B. Soil Health

Baker / Manhart provided update.

C. Highway 162 Fuel Break

Manhart provided update.

D. RCD *Connects with Kids*

Manhart provided updates on the below.

- 1. 5K/10K Fundraiser – 5th Anniversary “Run Your Tail Off... through the Watershed” Trail Run/Walk – Saturday, June 4th at Buckhorn Recreation Area, Black Butte Lake**
- 2. Natural Resources & Range Camp Scholarships for High School Students**
- 3. Nesting Habitat Products: Bat, Owl, Song Bird and Wood Duck**
- 4. Wildlife Escape Ramps for Livestock Troughs**

E. Working Lands Conservation Partners Project

Manhart reported project ended December 31, 2015.

F. Grant Application(s) Update / Possible Future Projects

1. Glenn County Community Wildfire Protection Plan

Manhart submitted two new CAL FIRE SRA grants that were due January 7, 2016:

Highway 162 Fuel Break Maintenance

County Road 306 Fuel Break

Notification of awards are anticipated in March or April 2016.

2. Lower Stony Creek Watershed Restoration Plan

No report.

3. Others

Manhart reported CARCD has a new Outreach grant for up to \$2,000 in 2016; she will research projects and obtain more application information.

IX. RCD AWARDS

A. Conservationist of the Year

B. Partner of the Year

C. Educator of the Year

Manhart reported she will work with Awards Ad Hoc Committee: Goedhart and M. Landini.

X. ADJOURNMENT


President Yalow adjourned the meeting at 3:39 PM.

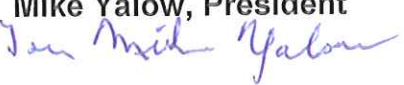
Approved on March 21, 2016 by the Glenn County Resource Conservation District Board.

Attested by,

Approved on March 21, 2016 by the Glenn County Resource Conservation District Board.

Attested by,



Mike Yalow, President




Kandi Manhart, Secretary

Items Attached:

Cash disbursements journal

Glenn County Resource Conservation District

1/19/2016 4:07 PM

Register: UMPQUA Checking
 From 11/16/2015 through 01/25/2016
 Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
11/16/2015	3745	Comcast	20000 · Accounts Payable	8155 60 029 0209801	174.77 X		29,575.90
11/16/2015	3746	Kampschmidt Payroll & Acc...	20000 · Accounts Payable	Invoice 2015-668	44.00 X		29,531.90
11/16/2015	3747	Ray Morgan Company	20000 · Accounts Payable	Invoice #948082	225.99 X		29,305.91
11/16/2015	3748	Under the Sun Events.	20000 · Accounts Payable		500.00 X		28,805.91
11/16/2015	3749	Deanna Reed	60100 · Education & Outreach...	RYTO 2016 - Logo	150.00 X		28,655.91
11/16/2015	3670	Greg Baker	-split- Computer Supplies Staff Development	Computer Case + Fin... Laptop Computer Case Finger Print for USD...	80.11 X -59.11 -21.00		28,575.80
11/17/2015	3671	Cardmember Service	UMPQUA Visa	Acct: 4798 5100 470...	253.70 X	* See attached #1	28,322.10
11/23/2015			12000 · Undeposited Funds	Deposit		1,200.00 X	29,522.10
11/23/2015			12000 · Undeposited Funds	Deposit		2,030.00 X	31,552.10
11/23/2015			12000 · Undeposited Funds	Deposit		4,730.20 X	36,282.30
11/23/2015			12000 · Undeposited Funds	Deposit		16.13 X	36,298.43
11/23/2015	EFT	Intuit	65000 · Operations:65040 · Su...	UMPQUA Checking ...	232.17 X		36,066.26
11/30/2015	3660	Kandi E. Manhart	66000 · Payroll Expenses:6640...		4,058.03 X		32,008.23

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/30/2015	3661	Ritta M Martin	66000 · Payroll Expenses:6640...		2,200.80	X		29,807.43
11/30/2015	3659	Greg G Baker	66000 · Payroll Expenses:6640...	Pay Period: 10/22/2...	320.07			29,487.36
12/04/2015	3672	Comcast	20000 · Accounts Payable	8155 60 029 0209801	172.06	X		29,315.30
12/04/2015	3673	Stratti	20000 · Accounts Payable		132.00	X		29,183.30
12/10/2015	3674	Kampschmidt Payroll & Acc...	20000 · Accounts Payable	Invoice 2015-715	51.00	X		29,132.30
12/10/2015	3791	Kandi Manhart	20000 · Accounts Payable	2015 CARCD Annua...	387.70	X		28,744.60
12/10/2015	3792	Mike Yalow	20000 · Accounts Payable	2015 CARCD Annua...	398.70	X		28,345.90
12/10/2015	3793	Ritta Martin	20000 · Accounts Payable	2015 CARCD Annua...	68.00	X		28,277.90
12/10/2015	3794	Greg Baker	-split- Meals	Fed. Per Diem - CAR...	150.50			28,127.40
			Meals	First Day Travel to C...	-51.75			
			Meals	Breakfast Not Provid...	-16.00			
			Meals	Dinner Not Provided ...	-31.00			
			Meals	Lat Day Travel from ...	-51.75			
12/10/2015			-split- Undeposited Funds	Deposit		X	7,439.05	35,566.45
			Undeposited Funds				5,330.30	
			Undeposited Funds				2,108.75	
12/10/2015			12000 · Undeposited Funds	Deposit		X	542.20	36,108.65

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/10/2015			12000 · Undeposited Funds	Deposit		X	3,354.75	39,463.40
12/15/2015	EFT	EDD	66000 · Payroll Expenses:6660...	EDD payroll taxes	456.12	X		39,007.28
12/15/2015	EFTPS	IRS	66000 · Payroll Expenses:6650...	IRS payroll taxes	2,496.62	X		36,510.66
12/15/2015	3795	Cardmember Service	<u>UMPQUA Visa</u>	Acct: 4798 5100 470...	<u>1,954.00</u>	X	<i>* see attached #2</i>	34,556.66
12/22/2015	3796	4th Street Cafe	60100 · Education & Outreach...	Holiday Celebration ...	805.00	X		33,751.66
12/23/2015			12000 · Undeposited Funds	Deposit		X	1,000.00	34,751.66
12/23/2015			12000 · Undeposited Funds	Deposit		X	805.00	35,556.66
12/31/2015	3663	Kandi E. Manhart	66000 · Payroll Expenses:6640...		4,058.03			31,498.63
12/31/2015	3664	Ritta M Martin	66000 · Payroll Expenses:6640...		2,896.18			28,602.45
12/31/2015	3662	Greg G Baker	66000 · Payroll Expenses:6640...	Pay Period: 11/16/2...	891.64			27,710.81
01/04/2016			12000 · Undeposited Funds	Deposit			83.80	27,794.61
01/04/2016	3797	Ray Morgan Company	20000 · Accounts Payable	Invoice #1077562	214.13			27,580.48
01/04/2016	3798	Stratti	20000 · Accounts Payable	2016 Maintenance A...	1,147.00			26,433.48
01/04/2016	3799	Office Depot	20000 · Accounts Payable	Invoice #804697962...	55.49			26,377.99

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 From 11/16/2015 through 01/25/2016
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Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
01/04/2016	3800	Ray Morgan Company	20000 · Accounts Payable	Invoice #1104090	1,372.94		25,005.05
01/04/2016	3801	Comcast	20000 · Accounts Payable	8155 60 029 0209801	175.23		24,829.82
01/04/2016			-split- Undeposited Funds	Deposit		9,413.17	34,242.99
			Undeposited Funds			89.67	
			Undeposited Funds			1,557.50	
			Undeposited Funds			7,766.00	
01/15/2016	EFT	EDD	66000 · Payroll Expenses:6660...	EDD payroll taxes	533.03		33,709.96
01/15/2016	EFTPS	IRS	66000 · Payroll Expenses:6650...	IRS payroll taxes	2,877.22		30,832.74
01/19/2016	EFT 1/19/16	State Board of Equalization	25500 · Sales Tax Payable		277.00		30,555.74
01/25/2016	3802	Stratti	20000 · Accounts Payable	Invoice #25773 + C...	42.99		30,512.75
01/25/2016	3803	Kampschmidt Payroll & Acc...	20000 · Accounts Payable	Invoice 2015-780	51.00		30,461.75
01/25/2016	3804	CARCD - California Associa...	20000 · Accounts Payable	Quarterly Payment #...	100.00		30,361.75
01/25/2016	3805	Stratti	20000 · Accounts Payable	Invoice #25677	2,013.29		28,348.46
01/25/2016	3806	Kandi Manhart - PETTY CA...	Petty Cash	Reimbursement to Pe...	195.28		28,153.18