



Officers & Directors:

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

Associate-Directors:

Candis Woods, Kathy Landini, Peter Carley, Spring Groteguth

Staff:

Kandi Manhart, Executive Officer ~ Ritta Martin, Program Coordinator

Meeting Minutes

Date: Monday, February 9, 2015
Time: 9:00 a.m. to Noon
Location: USDA Service Center
132 North Enright Avenue, Suite C
Willows, CA 95988

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

DIRECTORS ABSENT: Mike Yalow.

ASSOCIATE DIRECTORS PRESENT: None.

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

OTHERS PRESENT: Susan Strachan, Sacramento River Conservation Area Forum (Forum); Betsy Karle, UCCE; Lisa Hunter, Glenn County Ag Department; Jacob Byers, Fish and Wildlife Service (FWS); Benjamin Martin, PointBlue / NRCS; Lyle Thompson, NRCS; Kandi Manhart and Ritta Martin, RCD Staff.

I. CALL TO ORDER, WELCOME & INTRODUCTIONS

President Landini called the meeting to order at 9:13 a.m. 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 October 20, 2014
- B. Approve RCD Financial/Budget Committee meeting minutes for February 2, 2015
- C. Approve Funds Contribution Agreement with Under The Sun Events to provide race management services effective November 24, 2014
- D. Approve Maintenance Agreement with PacificCom to provide maintenance services for RCD-owned computer equipment effective December 2, 2014
- E. Approve monthly financial reports and cash disbursements journals
- F. Approve RCD staff 2014 CPI increase effective November 1, 2014
- G. Approve computer system use fee for existing contract effective January 1, 2015

President Landini entertained a motion to approve Consent Calendar.

ACTION: Approve Consent Calendar as presented.

MOTION: Douglass

SECOND: Giachino

AYES: Landini, Goedhart, Giachino, Douglass

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Yalow, Roundy

V. RCD REPORTS

A. Directors and Associate-Directors

1. One Director Seat Available

Directors reported on meeting attendance and various matters.

B. Executive Officer

Manhart provided report and reported on meeting attendance and various matters.

C. Program Coordinator

Martin provided report and reported on meeting attendance and various matters.

VI. PARTNER REPORTS

Martin – *PointBlue / NRCS* – Reported on programs and various matters.

Byers – *FWS* – Reported on programs and various matters.

Thompson – *NRCS* – Reported on programs and various matters. NRCS now has on-going deadlines vs. once a year deadlines; therefore, producers may submit applications at any time.

Karle – *UCCE* – Reported on programs and various matters.

Strachan – *Forum* – Reported on programs and various matters.

Hunter – *Glenn County Ag Department* – Reported on programs, various matters and upcoming meetings related to water.

VII. RCD PROJECTS & PROGRAMS

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

- 1. Glenn County Community Wildfire Protection Plan
- 2. Lower Stony Creek Watershed Restoration Plan
- 3. Succession Planning Workshop Project
- 4. Others

Manhart provided report. Discussion ensued.

B. Glenn County Certified Farmers' Market

Manhart provided report. Discussion ensued.

C. Colusa Glenn Subwatershed Program Outreach and Education Services

Manhart / Martin provided report. Discussion ensued.

D. Nesting Habitat Products

Manhart / Martin provided report. Discussion ensued.

E. Wildlife Escape Ramps – NEW Partnership with Elk Creek High School

Manhart / Martin provided report. Discussion ensued.

F. RCD Connects with Kids

1. 4th Annual "Run Your Tail Off... through the Watershed" 5K/10K Run-Walk Update – Saturday, May 2, 2015

Manhart provided report. Discussion ensued.

G. Working Lands Conservation Partners Project

Manhart provided report. Discussion ensued.

H. Discussion and possible action to approve letter of support for Sacramento River Conservation Area Forum (Forum) efforts to develop a private lands habitat restoration and enhancement program in partnership with RCD

Manhart provided report and possible action item. Discussion ensued. Manhart was directed to make contact with Board of Supervisor liaison, Dwight Foltz, to gage his thoughts, place item on next regular meeting agenda, encourage Supervisor Foltz to attend for discussion and consider possible action at a later date. No action taken.

VIII. FY 2014/2015 ANNUAL PLAN & ACTIVITIES

A. Discussion and possible action to update FY 2014/2015 Annual Plan

President Landini entertained a motion to update Annual Plan. Discussion ensued.

ACTION: Approve FY 2014/2015 Annual Plan as presented.

MOTION: Roundy

SECOND: Giachino

AYES: Landini, Goedhart, Douglass, Giachino, Roundy

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Yalow

B. Awards: Conservationist of the Year & Partner of the Year

Manhart reported the Award Committee recommends *Partner of the Year* be awarded to Mr. Tim Pedrozo. Although a few nominations were received for *Conservationist of the Year*, the nominees had either received the honor within the past few years or did not fully qualify; therefore, RCD will not be giving the award.

C. Annual B-B-Q

Manhart requested input on this year's event per previous meeting discussions.

Discussion occurred. The annual B-B-Q will be held Thursday, May 28th from Noon to 1:30 p.m. at the Goedhart Dairy in Artois. Theme ideas: Day on a Dairy! Tour will be offered. Award will be presented. Raffle/Auction held. June is Dairy Month so will work with UCCE/Betsy Karle for promotional ideas/items. Tentative meal may be a taco bar/wagon.

IX. CALIFORNIA ASSOCIATION OF RCDs

A. Planning for the Future – A Statewide Pathway to Excellence!

Manhart presented approved document and encouraged Directors / Partners to assist her in completing the Tiers. Discussion ensued. Manhart was directed to continue drafting and place item on the next regular meeting agendas for input.

B. Sacramento Valley Region of RCDs Spring Meeting & Director's Training

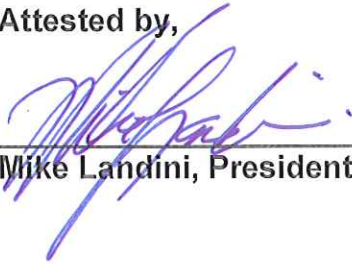
Manhart announced date as April 21st and encouraged all Directors to attend due to the training. Discussion ensued.

X. ADJOURNMENT

President Landini adjourned the meeting at 11:55 a.m.

Approved on March 16, 2015 by the Glenn County Resource Conservation District Board.

Attested by,



Mike Landini, President



Kandi Manhart, Secretary

Items Attached:

Cash disbursements journal

Glenn County Resource Conservation District

2/5/2015 1:04 PM

Register: UMPQUA Checking

From 10/21/2014 through 02/09/2015

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/21/2014			-split- Undeposited Funds Undeposited Funds	Deposit		X	341.85 227.90 113.95	64,869.51
10/22/2014	3598	CARCD Sacramento Valley ...	-split- Conference, Convention, Meeting Conference, Convention, Meeting Conference, Convention, Meeting	2014 Fall Meeting R... Mike Yalow Registra... Kandi Manhart Regis... Ritta Martin Registra...	60.00 -20.00 -20.00 -20.00	X		64,809.51
10/29/2014	3599	AT&T	65000 · Operations:65050 · Tel...	135591858	90.00	X		64,719.51
10/29/2014	3600	Ray Morgan Company	-split- Color Copier - Contract B/W Copies CLR Copies	Invoice #555658 Color Copier Contrac... B/W Copies CLR Copies	254.09 -163.68 -39.76 -50.65	X		64,465.42
10/29/2014	3601	AT&T	-split- Telephone, Telecommunications Bank Fees	530 934-8036 087 5 Phone Late Charge	78.83 -68.83 -10.00	X		64,386.59
10/29/2014	3602	Phil Kline	20000 · Accounts Payable		125.10	X		64,261.49
10/31/2014	3555	Kandi E. Manhart	66000 · Payroll Expenses:6640...		3,988.05	X		60,273.44
10/31/2014	3556	Ritta M Martin	66000 · Payroll Expenses:6640...		2,421.26	X		57,852.18
11/03/2014			12000 · Undeposited Funds	Deposit		X	227.90	58,080.08

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Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
11/03/2014			12000 · Undeposited Funds	Deposit	X	232.50	58,312.58
11/03/2014			12000 · Undeposited Funds	Deposit	X	1,650.25	59,962.83
11/17/2014	EFTPS	IRS	66000 · Payroll Expenses:6650...	IRS payroll taxes	X	2,508.88	57,453.95
11/17/2014	EFT	EDD	66000 · Payroll Expenses:6660...	EDD payroll taxes	X	445.74	57,008.21
11/20/2014	3603	Kampschmidt Payroll & Acc...	-split- Accounting Fees	Invoices 2014-799 Payroll Services - Pa...	X	134.00	56,874.21
			Accounting Fees	Payroll Services - Ta...		-14.00	
			Accounting Fees	2013 Compensation ...		-70.00	
						-50.00	
11/20/2014	3604	Cardmember Service	UMPQUA Visa	Acct: 4798 5100 470...	X	322.18	56,552.03
11/21/2014	3605	AT&T	65000 · Operations:65050 · Tel...	530 934-8036 087 5	X	68.77	56,483.26
11/21/2014	3606	Ray Morgan Company	-split- Color Copier - Contract	Invoice #786185 Color Copier Contrac...	X	1,254.00	55,229.26
			B/W Copies	B/W Copies		-163.69	
			CLR Copies	CLR Copies		-26.29	
						-1,064.02	
11/25/2014	3608	Under The Sun Events	60100 · Education & Outreach:...	Deposit for 5K/10K ...	X	1,500.00	53,729.26
11/25/2014			68300 · Travel and Meetings	Deposit	X	200.82	53,930.08
11/25/2014			12000 · Undeposited Funds	Deposit	X	73.10	54,003.18

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/25/2014	3607	Office Depot	-split- Supplies	Supplies 1740093480001 - Su...	101.92 -6.99	X		53,901.26
			Supplies	740093448001 - Sup...	-94.93			
11/26/2014	3558	Ritta M. Martin	66000 · Payroll Expenses:6640...		3,023.62	X		50,877.64
11/28/2014	3557	Kandi E. Manhart	66000 · Payroll Expenses:6640...		3,988.04	X		46,889.60
12/01/2014	3609	AT&T	65000 · Operations:65050 · Tel...	135591858	90.00	X		46,799.60
12/04/2014			12000 · Undeposited Funds	Deposit		X	73.10	46,872.70
12/04/2014			-split- Undeposited Funds	Deposit		X	15,646.30	62,519.00
			Undeposited Funds				5,162.50	
			Undeposited Funds				10,483.80	
12/15/2014	3610	4th Street Cafe	60100 · Education & Outreach...	RCD Special Event 1...	728.00	X		61,791.00
12/15/2014	EFTPS	IRS	66000 · Payroll Expenses:6650...	IRS payroll taxes	2,759.10	X		59,031.90
12/15/2014	EFT	EDD	66000 · Payroll Expenses:6660...	EDD payroll taxes	481.28	X		58,550.62
12/17/2014			60100 · Education & Outreach...	Deposit		X	701.00	59,251.62
12/18/2014	3611	Kampschmidt Payroll & Acc...	-split- Accounting Fees	Invoices 2014-856	44.00	X		59,207.62
			Accounting Fees	Payroll Services - Pa...	-14.00			
			Accounting Fees	Payroll Services - Ta...	-30.00			

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/18/2014	3612	James Giachino	68300 · Travel and Meetings:6...	2014 CARCD Annua...	535.36	X		58,672.26
12/18/2014	3613	Office Depot	65000 · Operations:65040 · Su...	Invoice 7427811420...	108.26	X		58,564.00
12/18/2014	3614	Cardmember Service	UMPQUA Visa	Acct: 4798 5100 470...	2,275.18	X		56,288.82
12/18/2014	3615	PacificCom	-split- Computer Supplies	2014 CARCD Annua... Invoice 23829 - Serv...	8,675.16	X		47,613.66
12/18/2014	3616	PacificCom	Computer Supplies	Invoice 23830 - In h...	-955.25			
12/18/2014	3616	PacificCom	65000 · Operations:65007 · Co...	2015 Maintenance A...	338.00	X		47,275.66
12/18/2014	3617	Kandi Manhart	-split- Mileage	2014 CARCD Annua... To/From Sac Airport	228.74	X		47,046.92
12/31/2014	3559	Kandi E. Manhart	Mileage Meals	Sac Airpor Economy ... Meals not provided i...	-50.00 -92.50			
12/31/2014	3560	Ritra M Martin	66000 · Payroll Expenses:6640...		3,988.06	X		43,058.86
01/06/2015	3618	AT&T	66000 · Payroll Expenses:6640...		3,316.92	X		39,741.94
01/06/2015	3619	AT&T	65000 · Operations:65050 · Tel...	135591858	90.00	X		39,651.94
01/06/2015	3620	PacificCom	65000 · Operations:65050 · Tel...	530 934-8036 087 5	68.76	X		39,583.18
01/06/2015	3621	Ray Morgan Company	65000 · Operations:65007 · Co...	2015 Maintenance A...	1,013.00	X		38,570.18
01/06/2015	3621	Ray Morgan Company	-split-	Invoice #808100	1,267.88	X		37,302.30

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/08/2015			Color Copier - Contract	Color Copier Contract...	-163.68			
			B/W Copies	B/W Copies	-18.33			
			CLR Copies	CLR Copies	-1,085.87			
			-split-	Deposit		X	21,367.16	58,669.46
			Undeposited Funds				7,533.40	
			Undeposited Funds				1,446.86	
			Undeposited Funds				7,231.40	
			Undeposited Funds				5,155.50	
01/12/2015			12000 · Undeposited Funds	Deposit		X	650.00	59,319.46
01/12/2015			12000 · Undeposited Funds	Deposit		X	146.20	59,465.66
01/12/2015			60100 · Education & Outreach...	Deposit		X	28.00	59,493.66
01/12/2015			68300 · Travel and Meetings:6...	Deposit		X	29.12	59,522.78
01/14/2015			12000 · Undeposited Funds	Deposit		X	1,333.00	60,855.78
01/15/2015	EFTPS	IRS	66000 · Payroll Expenses:6650...	IRS payroll taxes	2,882.44	X		57,973.34
01/15/2015	EFT	EDD	66000 · Payroll Expenses:6660...	EDD payroll taxes	503.29	X		57,470.05
01/15/2015			12000 · Undeposited Funds	Deposit		X	4,836.25	62,306.30
01/26/2015	3622	AT&T	65000 · Operations:65050 · Tel...	135591858	90.00			62,216.30

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/26/2015	3623	Cardmember Service	UMPQUA Visa	Acct: 4798 5100 470...	161.00			62,055.30
01/27/2015	3624	AT&T	65000 · Operations:65050 · Tel...	530 934-8036 087 5	69.45			61,985.85
01/29/2015	EFT	State Board of Equalization	25500 · Sales Tax Payable		301.00			61,684.85
01/30/2015			12000 · Undeposited Funds	Deposit		X	855.00	62,539.85
01/30/2015	3561	Kandi E. Manhart	66000 · Payroll Expenses:6640...		4,006.67			58,533.18
01/30/2015	3562	Ritta M Martin	66000 · Payroll Expenses:6640...		2,660.73	X		55,872.45
02/04/2015			12000 · Undeposited Funds	Deposit			650.00	56,522.45
02/04/2015			12000 · Undeposited Funds	Deposit			86.00	56,608.45
02/05/2015			12000 · Undeposited Funds	Deposit			43.00	56,651.45
02/05/2015			-split- Undeposited Funds	Deposit			11,509.50	68,160.95
			Undeposited Funds	JANUARY 2015			7,589.50	
			Undeposited Funds	DECEMBER-JANU...			3,920.00	
02/09/2015	3625	Kampschmidt Payroll & Acc...	-split- Accounting Fees	Invoices 2014-901	44.00			68,116.95
			Accounting Fees	Payroll Services - Pa...	-14.00			
			Accounting Fees	Payroll Services - Ta...	-30.00			
02/09/2015	3626	Farrell Design Group	62100 · Contract Services:6215...	Invoice 1336 - 2015 ...	400.00			67,716.95

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/09/2015	3627	Phil Kline	20000 · Accounts Payable		1,000.80			66,716.15
02/09/2015	3628	US Postmaster	20000 · Accounts Payable	Standard Bulk Rate ...	220.00			66,496.15
02/09/2015	3629	Ray Morgan Company	-split- Color Copier - Contract	Invoice #827161	550.72			65,945.43
			B/W Copies	Color Copier Contrac...	-163.67			
			CLR Copies	B/W Copies	-6.40			
				CLR Copies	-380.65			
02/09/2015	3630	Kandi Manhart - PETTY CA...	Petty Cash	Reimbursement to Pe...	184.42			65,761.01
02/09/2015	3631	Elk Creek FFA	20000 · Accounts Payable	10 Wildlife Escape R...	300.00			65,461.01
02/09/2015	3632	Kampschmidt Payroll & Acc...	-split- Accounting Fees	Invoices 2015-16 & ...	134.00			65,327.01
			Accounting Fees	Payroll Services - Pa...	-14.00			
			Accounting Fees	Payroll Services - Ta...	-30.00			
			Accounting Fees	4th QTR	-40.00			
			Accounting Fees	Annual 2014 W2 & ...	-50.00			
02/09/2015	3633	Willows FFA - Woodshop	20000 · Accounts Payable	Final Payment for 4...	755.00			64,572.01