



**Officers & Directors:**

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

**Associate-Directors:**

Candis Woods, Kathy Landini, Peter Carley, Spring Groteguth

**Staff:**

Kandi Manhart, Executive Officer ~ Kellie Wilson, Glenn County Certified Farmers' Market Manager

**Meeting Minutes**

**Date:** Monday, March 17, 2014  
**Time:** 9:00 am to Noon  
**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; Jim Giachino and Shannon Douglass.

**DIRECTORS ABSENT:** Gilbert Goedhart.

**ASSOCIATE DIRECTORS PRESENT:** None.

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

**OTHERS PRESENT:** Cori Renfro, Kaylin Renfro-Special Presentation; Lisa Hunter, Glenn County Ag Department; Jody Samon and Dani Lightle; UCCE; Jim Spear, NRCS State Area Conservationist; Robert Vlach, NRCS; Kandi Manhart, RCD Staff.

**I. CALL TO ORDER, WELCOME & INTRODUCTIONS**

President Landini called the meeting to order at 9:04 am. Welcome and introductions ensued.

**II. PLEDGE OF ALLEGIANCE**

Pledge of Allegiance ensued.

**III. PUBLIC COMMENT (limit 5 minutes):**

None.

#### IV. MINUTES

##### A. Approve RCD Meeting Minutes for January 27, 2014

President Landini entertained a motion.

ACTION: Approve RCD Meeting Minutes for January 27, 2014

MOTION: Roundy

SECOND: Yalow

AYES: Giachino, Roundy, Yalow, Douglass

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Goedhart

#### V. SPECIAL PRESENTATION:

##### Agriculture Education: Is It Important?

##### Prepared Speech By Kaylin Renfro, Willows FFA Chapter

Renfro provided speech. Discussion ensued.

#### VI. RCD REPORTS

##### A. Directors and Associate-Directors

###### 1. One Director Vacancy

Directors reported on meeting attendance and various matters.

##### B. Executive Officer

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

#### VII. PARTNER REPORTS

##### A. NATURAL RESOURCES CONSERVATION SERVICE (NRCS)

##### Special Presentation On New Farm Bill & Drought Initiative

##### By Jim Spear, Assistant State Conservationist Of Field Operations, Area One

Spear provided presentation. Discussion ensued.

Samon – UCCE – Reported on programs and various matters; introduced Lightle as the new Orchard System Farm Advisor.

Lightle – UCCE – Reported on programs and various matters.

Foltz – BOS – None.

Hunter – Ag Dept – Reported on programs and various matters.

Vlach – NRCS – Reported on programs and various matters.

#### VIII. RCD PROJECTS & PROGRAMS

##### A. Colusa Glenn Subwatershed Program Outreach and Education Services

Manhart provided report. Discussion ensued.

##### B. USDA NRCS Cooperative Agreement # 3 – Active

Manhart provided report. Discussion ensued.

##### C. USDA NRCS Cooperative Agreement #4 – Pending

###### 1. Discussion and possible action to approve NRCS Cooperative Agreement to accelerate delivery of conservation technical assistance

Manhart provided report. Discussion ensued. President Landini entertained a motion.

ACTION: Approve NRCS Cooperative Agreement #68-9104-4-190 in the amount of \$12,000 effective March 7, 2014 to September 30, 2014.

MOTION: Roundy

SECOND: Douglass

AYES: Giachino, Roundy, Yalow, Douglass

NOES: None

ABSTENSIONS: None  
RE-CUSED: None  
ABSENT: Goedhart

**D. Nesting Habitat Products**

Manhart provided report. Discussion ensued.

**E. Glenn County Certified Farmers' Market**

Manhart provided report. Discussion ensued.

**F. RCD Connects with Kids**

**1. 3<sup>rd</sup> Annual "Run Your Tail Off... through the Watershed " 5k/10k**

Manhart provided report. Discussion ensued.

**G. Working Lands conservation Partners Project**

Manhart provided report. Discussion ensued.

**IX. FUTURE PROJECTS, PROGRAMS, FEE FOR SERVICE OPPORTUNITIES**

**A. Ongoing discussion between Board and Staff**

No discussion.

**X. POSITION DESCRIPTIONS/CONTRACTS**

**A. Discussion and possible action to amend GCCFM Manager Position Description**

Manhart provided report. Discussion ensued. President Landini entertained a motion.

ACTION: Approve GCCFM Manager Position amendments as presented.

MOTION: Roundy

SECOND: Douglass

AYES: Roundy, Douglass, Yalow, Giachino

NOES: None

ABSTENSIONS: None

RE-CUSED: Landini

ABSENT: Goedhart

**B. Discussion and possible action to approve Program Coordinator Position**

Manhart provided report. Discussion ensued. President Landini entertained a motion.

ACTION: Approve Program Coordinator Position Description as presented.

MOTION: Roundy

SECOND: Yalow

AYES: Roundy, Yalow, Giachino, Douglass

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Goedhart

**C. Discussion and possible action to approve Funds Contribution Agreement for conservation technical assistance**

Manhart provided report. Discussion ensued. President Landini entertained a motion.

ACTION: Approve Funds Contribution Agreement with Scott L. Splean effective March 17, 2014 in the amount of \$10,200 to provide GIS, GPS, Remote Sensing and Geodata Management Support Services as presented.

MOTION: Roundy

SECOND: Douglass

AYES: Roundy, Douglass, Yalow, Giachino

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Goedhart

**XI. FINANCIAL REPORT**

**A. Report provided by Financial Committee**

Roundy/Manhart provided report. Discussion ensued.

**B. Discussion and possible action to approve 2014 Sponsor Program**

Roundy/Manhart provided report. Discussion ensued.

ACTION: Approve 2014 Sponsor Program as presented with 50% of sponsors going to RCD Connects with Kids and 50% of sponsors going to GCCFM, unless sponsor identifies certain project to sponsor.

MOTION: Yalow  
SECOND: Douglass  
AYES: Yalow, Roundy, Douglass, Giachino  
NOES: None  
ABSTENSIONS: None  
RE-CUSED: None  
ABSENT: Goedhart

**C. Approve monthly financial reports and cash disbursement journals**

Manhart provided report. She requested a GCCFM claim be added: Ck#151 to Glenn County RCD in the amount of \$97.91. Discussion ensued.

ACTION: Approve Claim List for RCD Meeting March 17, 2014 with the additional GCCFM claim noted above.

MOTION: Roundy

SECOND: Yalow

AYES: Yalow, Roundy, Douglass, Giachino

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Goedhart

**X. UPDATES & EVENTS**

**A. 3<sup>rd</sup> Annual "Run Your Tail Off... through the Watershed" 5k/10k – May 3**

Manhart provided report. Discussion ensued.

**B. RCD Annual B-B-Q – May 29**

Manhart provided report. Discussion ensued.

**C. Glenn County Certified Farmers' Market**

**1. Willows Market Opening – May 24**

**2. Orland Market Opening – May 29**

Manhart provided report. Discussion ensued.

**D. Open House – July 21**


Manhart provided report. Discussion ensued.

**XI. ADJOURNMENT**

President Landini adjourned the meeting at 11:47 am.

Approved on April 21, 2014 by the Glenn County Resource Conservation District Board.

Attested by,

  
\_\_\_\_\_  
Mike Landini, President

  
\_\_\_\_\_  
Kandi Manhart, Secretary

**Items Attached:**

Claim List for RCD Meeting

Glenn County Resource Conservation District

3/13/2014 2:30 PM

Register: UMPQUA Checking  
 From 01/28/2014 through 03/17/2014  
 Sorted by: Date and Order Entered

<u>e</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
01/31/2014	EFT	CA State Board of E...	Ask My Accountant	2013 Sales Tax	509.00	X		65,201.85
01/31/2014	3500	Kandi E. Manhart	Payroll Expenses:Payroll		3,988.05	X		61,213.80
02/03/2014			Undeposited Funds	Deposit		X	9,572.48	70,786.28
02/03/2014			Undeposited Funds	Deposit		X	2,500.00	73,286.28
02/06/2014			-split- Undeposited Funds	Deposit		X	8,063.60	81,349.88
			Undeposited Funds				244.00	
			Undeposited Funds				7,819.60	
02/18/2014	EFTPS	IRS	Payroll Expenses:Payr...	IRS payroll taxes	1,857.26	X		79,492.62
02/18/2014	EFT	EDD	Payroll Expenses:Payr...	EDD payroll ta...	597.40	X		78,895.22
02/21/2014			Undeposited Funds	Deposit		X	73.10	78,968.32
1/2014			Undeposited Funds	Deposit		X	315.00	79,283.32
02/28/2014	To Print	Kandi E. Manhart	Payroll Expenses:Payroll		3,988.05			75,295.27
03/03/2014	3478	AT&T	Operations:Telephone, ...	530 934-8036 ...	125.79			75,169.48
03/04/2014	EFT	EDD	Payroll Expenses:Payr...	EDD payroll ta...	86.32			75,083.16
03/04/2014			Undeposited Funds	Deposit			4,152.00	79,235.16
03/07/2014			Undeposited Funds	Deposit			56.98	79,292.14
03/11/2014			Undeposited Funds	Deposit			187.05	79,479.19
03/17/2014	EFTPS	IRS	Payroll Expenses:Payr...	IRS payroll taxes	1,857.24			77,621.95
03/17/2014	EFT	EDD	Payroll Expenses:Payr...	EDD payroll ta...	428.22			77,193.73
03/17/2014	3479	Ray Morgan Company	-split- Color Copier - Contract	Invoice #594694 Color Copier C...	239.34 -163.68			76,954.39
			B/W Copies	B/W Copies	-36.11			
			CLR Copies	CLR Copies	-39.55			
03/17/2014	3480	Golden State Risk M...	Accounts Payable	GCRCDD 2013/...	2,234.07			74,720.32

Glenn County Resource Conservation District

3/13/2014 2:30 PM

Register: UMPQUA Checking

From 01/28/2014 through 03/17/2014

Sorted by: Date and Order Entered

<u>e</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
03/17/2014	3481	Kampschmidt Payrol...	-split-	Invoices 2014-...	164.00			74,556.32
			Accounting Fees	4th QTR 2013 ...	-90.00			
			Accounting Fees	Monthly Payrol...	-37.00			
			Accounting Fees	Monthly Payrol...	-37.00			
03/17/2014	3482	Kandi Manhart	Travel and Meetings:C...	Cover Crop Fo...	15.00			74,541.32
03/17/2014	3483	Willows FFA - Woo...	Accounts Payable	Owl, Bat, Song...	1,685.00			72,856.32
03/17/2014	3484	Kandi Manhart - PE...	Petty Cash	Reim. Petty Cash	199.10			72,657.22
03/17/2014	3485	Farrell Design Group	Contract Services:Outs...	Invoice 1064 ...	300.00			72,357.22
03/17/2014	3486	Office Depot	Operations:Supplies		145.46			72,211.76
03/17/2014	3487	Kandi Manhart	Travel and Meetings:M...	Mileage Reim.	112.00			72,099.76

GCCFM -  
 \$ 97.91 - OK # 157  
 Glenn County RCD