



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, May 18, 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, Jim Giachino, and Mike Yalow.

DIRECTORS ABSENT: None.

ASSOCIATE DIRECTORS PRESENT: None.

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

OTHERS PRESENT: Betsy Karle, UCCE; Jane Dolan and Susan Strachan, Sacramento River Forum; Courtney Farrell, 3CORE; Andy Popper, Glenn County Planning and Public Works Agency; Rob Vlach, NRCS; Kandi Manhart and Ritta Martin, RCD Staff.

I. CALL TO ORDER, WELCOME & INTRODUCTIONS

President Landini called the meeting to order at 9:02 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 March 16, 2015
- B. Approve RCD special meeting minutes for April 13, 2015
- C. Approve RCD financial/budget committee meeting minutes for April 20, 2015
- D. Approve Agreement for Payroll Services with Kelly A. Kampschmidt Payroll and Accounting Services
- E. Approve monthly financial reports and cash disbursements journals (RCD and Final GCCFM)

President Landini entertained a motion to approve Consent Calendar.

ACTION: Approve Consent Calendar as presented.

MOTION: Yalow

SECOND: Roundy

AYES: Roundy, Landini, Goedhart, Giachino, Yalow

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Douglass

V. RCD REPORTS

A. Directors and Associate-Directors

1. One Director Seat Available

Directors reported on meeting attendance and various matters. Yalow requested special workshop with RCD Directors; Manhart will schedule with Board.

B. Executive Officer

Manhart distributed her written 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

Glenn County Multi-Jurisdiction Hazard Mitigation Plan

Special Presentation by Andy Popper, Associate Planner - Glenn County Planning & Public Works Agency

1. Discussion and possible action to authorize RCD staff or appoint an RCD Director to participate in development of the Glenn County Multi-Jurisdiction Hazard Mitigation Plan
Popper provide presentation and requested RCD participation. Discussion ensued. The RCD Board made a consensus to participate; Executive Officer will attend if time allows. Manhart will inform all RCD Directors of meetings and if she is able to attend or not to ensure efforts in participating. No formal action taken.

Farrell – 3CORE – Reported on programs and various matters within their Glenn, Tehama and Butte area.

Karle – UCCE – Reported on programs and various matters.

Vlach – NRCS – Reported on programs and various matters.

VII. OPERATIONAL AGREEMENT WITH NRCS

A. Discussion and possible action to renew Operational Agreement between NRCS and RCD

Manhart presented item and noted this is standard procedures per Annual Plan. Discussion ensued.

President Landini entertained a motion to renew Operational Agreement between NRCS and RCD.

ACTION: Approve renewal of NRCS and RCD Operational Agreement as presented.

MOTION: Douglass

SECOND: Giachino

AYES: Douglass, Giachino, Roundy, Landini, Yalow

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Goedhart

B. Possible USDA Service Center office re-location with Forest Service

President Landini reported the USDA / GSA is looking into relocating the NRCS/FSA/RCD offices; new location may be with the Forest Service, per new Forest Service Supervisor's report to County Board of Supervisors. Discussion ensued. Manhart will remain on top of the possible re-location and work with the Financial/Budget Committee to determine RCD's options.

VIII. RCD PROJECTS & PROGRAMS

A. Glenn County Certified Farmers' Market

Manhart provided report and noted RCD achieved its original goal when this project began in 2009; the Vendors of the GCCFM worked to undergo its own market management. The Vendors now have an agreement with the Chico Certified Farmers' Market. Transition is complete. Discussion ensued.

B. Colusa Glenn Subwatershed Program Outreach and Education Services

Manhart / Martin provided report. Discussion ensued.

C. Highway 162 Fuel Break

1. Discussion and possible action to authorize Executive Officer to execute State of California Department of Forestry and Fire Protection Conservation Camp Program – Memorandum of Understanding / Agreements to perform implementation of fuel break per CAL FIRE Agreement, Number 5GS14103

Manhart provided report. Discussion ensued.

President Landini entertained a motion.

ACTION: Approve authorization for Executive Officer to execute State of California Department of Forestry and Fire Protection Conservation Camp Program – Memorandum of Understanding / Agreements to perform implementation of fuel break per CAL FIRE Agreement, Number 5GS14103, including any required permitting for project.

MOTION: Roundy

SECOND: Yalow

AYES: Roundy, Yalow, Douglass, Giachino, Landini

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Goedhart

D. RCD Connects with Kids

1. Review 4th Annual "Run Your Tail Off... through the Watershed" 5K/10K Trail Run-Walk

Manhart / Martin provided report. Discussion ensued. A follow-up survey to participants will be emailed and the Financial/Budget Committee will review the profit and loss statement once finalized and report back to RCD Board.

2. Natural Resources & Range Camp Sponsorships – Update

Manhart provided report. Three campers; 2 from Hamilton City and 1 from Elk Creek were selected to attend this year. Discussion ensued. Appreciation was provided to Glenn County Farm Bureau, Glenn-Colusa CattleWomen and Glenn-Colusa Cattlemen for sponsoring campers.

E. Nesting Habitat Products: Bat, Owl, Song Bird and Wood Duck

Manhart provided report.

F. Wildlife Escape Ramps for Livestock Troughs

Manhart provided report.

G. Working Lands Conservation Partners Project

Manhart provided report. The partners will be submitting a USDA Regional Conservation Partners Program (RCPP) application targeted on rangeland projects this year.

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

1. Glenn County Community Wildfire Protection Plan
2. Lower Stony Creek Watershed Restoration Plan
3. Others: Prop 1 Funding Opportunities

Manhart provided report. Discussion ensued. She will follow-up with Roundy on potential grant funding for Lower Stony Creek.

IX. FORUM PARTNERSHIP WITH RCDs

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

Manhart provided report and reminded the RCD Board of Directors of previous discussions. Dolan noted they officially had a name change in February 2015; the new name is "Sacramento River Forum". Discussion ensued.

President Landini entertained a motion.

ACTION: Approve letter of support for Sacramento River Forum efforts to seek planning funding to develop a private lands habitat restoration and enhancement program in partnership with RCDs as presented.

MOTION: Douglass

SECOND: Yalow

AYES: Douglass, Roundy, Yalow, Giachino, Landini

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Goedhart

X. RCD ACTIVITIES & EVENTS

A. Day-in-the-District & Goedhart Dairy Tour – May 28, 2015

Manhart provided report. She inquired about having a 50/50 raffle vs. raffle with items.

Discussion ensued. RCD Board made a consensus both would be appropriate, with the major raffle being 50/50.

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

No discussion. Discussion will be included in special workshop with RCD Board.

XI. FINANCIAL/BUDGET COMMITTEE

A. DRAFT FY 2015-2016 Budget

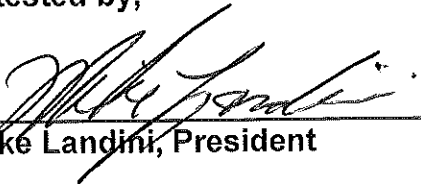
Roundy presented draft budget. Manhart / Martin explained draft budget and requested input by June 8. Manhart noted the current Policy No. 3020, Budget will be reviewed by the Policy Committee per recommendation by Financial/Budget Committee. Schedule to adopt final budget will be July 2015.

XII. ADJOURNMENT

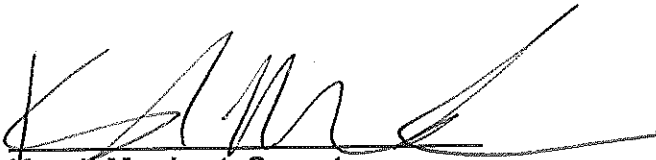
President Landini adjourned the meeting at 12:12 p.m.

Approved on July 20, 2015 by the Glenn County Resource Conservation District Board.

Attested by,



Mike Landini, President



Kandí Manhart, Secretary

Items Attached:

Cash disbursements journal

Glenn County Resource Conservation District

Register: GCC Farmers Market - SNAP

From 01/01/2015 through 05/14/2015

Sorted by: Date, Type, Number/Ref

- Final GCCFM -

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/06/2015	2685000017	Chico Certified Farmers' Mar...	80000 · Ask My Accountant	CASHIER'S CHECK...	6,083.00			0.00

Glenn County Resource Conservation District

5/14/2015 8:59 PM

Register: UMPQUA Checking
 From 03/17/2015 through 05/18/2015
 Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/18/2015			12000 · Undeposited Funds	CGSP		X	1,200.00	63,078.18
03/24/2015	3641	AT&T	65000 · Operations:65050 · Tel...	530 934-8036 087 5	69.60	X		63,008.58
03/24/2015	3642	Glenn County Farm Bureau	68300 · Travel and Meetings:6...	Ag Week - Bus Tour ...	35.00	X		62,973.58
03/24/2015	3643	Ray Morgan Company	-split-	Invoice #873371	289.57	X		62,684.01
			Color Copier - Contract	Color Copier Contract...	-163.68			
			B/W Copies	B/W Copies	-18.48			
			CLR Copies	CLR Copies	-107.41			
03/25/2015	3644	Nicholas Flowerdew	60100 · Education & Outreach:...	2015 Science Fair R...	50.00	X		62,634.01
03/30/2015	3675	AT&T	65000 · Operations:65050 · Tel...	135591858	90.00	X		62,544.01
03/31/2015	3567	Kandi E. Manhart	66000 · Payroll Expenses:6640...		4,058.02	X		58,485.99
03/31/2015	3568	Ritta M Martin	66000 · Payroll Expenses:6640...		1,939.75	X		56,546.24
04/09/2015	3676	UC REGENTS	65100 · Other Types of Expens...	April 30, 2015 meeti...	25.00			56,521.24
04/09/2015	3677	Kampschmidt Payroll & Acc...	62100 · Contract Services:6211...	Invoice 2015-219	44.00	X		56,477.24
04/10/2015			12000 · Undeposited Funds	Deposit		X	12.40	56,489.64
04/10/2015			-split-	Run Sign Up		X	690.00	57,179.64
			Undeposited Funds	RYTO...Run Sign Up			460.00	
			Undeposited Funds	RYTO...Run Sign Up			230.00	

Glenn County Resource Conservation District

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Register: UMPQUA Checking

From 03/17/2015 through 05/18/2015

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/10/2015			-split- Undeposited Funds	RCD Connects w/ Ki...		X	800.00	57,979.64
			Undeposited Funds	RCD Connects w/ Ki...			100.00	
			Undeposited Funds	RCD Connects w/ Ki...			100.00	
			Undeposited Funds	RCD Connects w/ Ki...			100.00	
			Undeposited Funds	RCD Connects w/ Ki...			500.00	
04/13/2015			12000 · Undeposited Funds	Deposit		X	162.33	58,141.97
04/13/2015			12000 · Undeposited Funds	RCD Connects w/ Ki...		X	242.45	58,384.42
04/13/2015			12000 · Undeposited Funds	RCD Connects w/ Ki...		X	250.00	58,634.42
04/13/2015			12000 · Undeposited Funds	RCD Connects w/ Ki...		X	25.00	58,659.42
04/13/2015		Elk Creek FFA	20000 · Accounts Payable	Wildlife Escape Ram...	60.00	X		58,599.42
04/15/2015	3678	IRS	66000 · Payroll Expenses:6650...	IRS payroll taxes	2,358.50	X		56,240.92
04/15/2015	EFTPS	EDD	66000 · Payroll Expenses:6660...	EDD payroll taxes	424.26	X		55,816.66
04/21/2015	3679	CARCD Sacramento Valley ...	-split- Director Development	Spring Meeting Reg. ...	80.00			55,736.66
			Director Development	Roundy Registration ...	-20.00			
			Director Development	Yalow Registration F...	-20.00			
			Staff Development	Manhart Registrtrion ...	-20.00			
			Staff Development	Martin Registration F...	-20.00			
04/23/2015	3680	AT&T	65000 · Operations:65050 · Tel...	530 934-8036 087 5	69.66	X		55,667.00

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From 03/17/2015 through 05/18/2015

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/23/2015	3681	CA-Pacific Section, SRM	-split-	Range Camp Fees 20...	1,200.00			54,467.00
			Range & Natural Resources Ca...	Hamilton City	-400.00			
			Range & Natural Resources Ca...	Hamilton City	-400.00			
			Range & Natural Resources Ca...	Elk Creek	-400.00			
04/29/2015	3682	AT&T	65000 · Operations:65050 · Tel...	135591858	90.00			54,377.00
05/06/2015			-split-	Deposit			975.00	55,352.00
			Undeposited Funds	Sponsor 2015			250.00	
			Undeposited Funds	Sponsor 2015			350.00	
			Undeposited Funds	Sponsor 2015			100.00	
			Undeposited Funds	Sponsor 2015			25.00	
			Undeposited Funds	Sponsor 2015			150.00	
			Undeposited Funds	Sponsor 2015			100.00	
05/06/2015			12000 · Undeposited Funds	Deposit			80.00	55,432.00
05/06/2015			12000 · Undeposited Funds	Deposit			235.00	55,667.00
05/06/2015			-split-	Deposit			1,305.00	56,972.00
			Undeposited Funds				230.00	
			Undeposited Funds				520.00	
			Undeposited Funds				555.00	
05/06/2015			12000 · Undeposited Funds	Deposit			40.00	57,012.00
05/14/2015			12000 · Undeposited Funds	Deposit			54.39	57,066.39

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From 03/17/2015 through 05/18/2015

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/14/2015			12000 · Undeposited Funds	Deposit			1,347.50	58,413.89
05/14/2015			12000 · Undeposited Funds	Deposit			2,983.75	61,397.64
05/14/2015			12000 · Undeposited Funds	Deposit			2,555.00	63,952.64
05/14/2015			12000 · Undeposited Funds	Deposit			3,177.00	67,129.64
05/14/2015			12000 · Undeposited Funds	Deposit			5,400.90	72,530.54
05/15/2015	EFTPS	IRS	66000 · Payroll Expenses:6650...	IRS payroll taxes	2,463.96			70,066.58
05/15/2015	EFT	EDD	66000 · Payroll Expenses:6660...	EDD payroll taxes	433.48			69,633.10
05/18/2015	3683	Kampschmidt Payroll & Acc...	-split-	Invoices 2014-318 + ...	84.00			69,549.10
			Accounting Fees	Payroll Services - Pa...	-14.00			
			Accounting Fees	Payroll Services - Ta...	-30.00			
			Accounting Fees	First QTR Payroll Ta...	-40.00			
05/18/2015	3684	La Perla Tapatia	-split-	5K/10K Breakfast - ...	628.00			68,921.10
			RCD Connects with Kids	160 x \$4.00 each for ...	-640.00			
			RCD Connects with Kids	3 individuals charged	12.00			
05/18/2015	3685	Gentry Media	60100 · Education & Outreach:...	Media Services - 5K/...	350.00			68,571.10
05/18/2015	3686	Under the Sun Events.	20000 · Accounts Payable	Final Invoice - Run ...	1,100.44			67,470.66

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From 03/17/2015 through 05/18/2015

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
05/18/2015	3687	HJ Promotional Products	20000 - Accounts Payable	2015 RYTO Shirts - ...	1,055.38		66,415.28
05/18/2015	3688	Ray Morgan Company	-split- Color Copier - Contract B/W Copies CLR Copies	Invoice #898620 Color Copier Contrac... B/W Copies CLR Copies	243.54 -163.68 -9.92 -69.94		66,171.74
05/18/2015	3689	Kandi Manhart - PETTY CA...	Petty Cash	Reimbursement to Pe...	148.66		66,023.08