



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, July 20, 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 Mike Yalow.

DIRECTORS ABSENT: Jim Giachino.

ASSOCIATE DIRECTORS PRESENT: None.

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

OTHERS PRESENT: Courtney Farrell, 3CORE; Andrea Wilson and Seth Jantzen, USACE Black Butte Lake; Rob Vlach, NRCS; Kandi Manhart and Ritta Martin, RCD Staff.

I. CALL TO ORDER, WELCOME & INTRODUCTIONS

President Landini called the meeting to order at 9:08 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 May 18, 2015
- B. Approve RCD financial/budget committee meeting minutes for June 15, 2015
- C. Approve monthly financial reports and cash disbursements journal

President Landini entertained a motion to approve Consent Calendar.

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

MOTION: Yalow

SECOND: Roundy

AYES: Roundy, Douglass, Goedhart, Yalow, Landini

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Giachino

V. BOARD OF DIRECTORS

A. ELECTION OF FY 2016-2016 OFFICERS

President, Vice President, Secretary, Treasurer

President Landini opened Nominations. Discussion ensued; recommendation was to try and rotate officer positions every two years although elections are scheduled each July.

Nominations included:

President – Mike Yalow, Director

Vice President – Gilbert Goedhart, Director

Treasurer – Bruce Roundy, Director

Secretary – Kandi Manhart, Executive Officer

President Landini closed Nominations. FY 2015-2016 Officers approved per nominations and consensus of the Board.

B. Discussion and possible action to update Standing committees, Ad Hoc Committees and Representatives

Manhart requested update. Discussion ensued. The following will be updated:

-Re-activate Yalow in previous committees

-Change name of Annual B-B-Q committee to include Day-in-the-District / tour

-Remove President Landini from Rangeland Association, keep vacant

ACTION: Approve with noted updates.

MOTION: Douglass

SECOND: Yalow

AYES: Douglass, Yalow, Roundy, Goedhart, Landini

NOES: None

ABSTENSIONS: None

RE-CUSED: None

ABSENT: Giachino

VI. RCD REPORTS

A. Directors and Associate-Directors

1. One Director Seat Available

Directors reported on meeting attendance and various matters.

B. Executive Officer

1. Update on possible office re-location

Manhart provided report and reported on meeting attendance and various matters. She noted there is no new news regarding possible office re-location but she is in close communication with NRCS.

C. Program Coordinator

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

VII. PARTNER REPORTS

Jantzen – *USACE Black Butte Lake* – Reported on programs and various matters. They secured a contractor to perform trail maintenance. New trail map available on their website.
Farrell – *3CORE* – Reported on programs and various matters within their Glenn, Tehama and Butte area. They are seeking input on cold storage needs for Glenn County, contact Farrell.
Vlach – *NRCS* – Reported on programs and various matters.

VIII. FINANCIAL/BUDGET COMMITTEE REPORT

A. Discussion and possible action to approve FY 2015-2016 Budget

Roundy presented item and recommended the Board approve as presented. Discussion ensued.

ACTION: Approve as presented.
MOTION: Yalow
SECOND: Roundy
AYES: Roundy, Douglass, Goedhart, Yalow, Landini
NOES: None
ABSTENSIONS: None
RE-CUSED: None
ABSENT: Giachino

IX. RCD ACTIVITIES & EVENTS

A. Discussion and possible action to approve interim FY 2015-2016 Annual Plan

Manhart requested approval of FY 2015-2016, noting the plan may be changed as results from the below detail planning effort. Discussion ensued. President Landini suggested combining the Annual B-B-Q and Day-in-the-District.

ACTION: Approve with noted update.
MOTION: Douglass
SECOND: Goedhart
AYES: Douglass, Goedhart, Yalow, Roundy, Landini
NOES: None
ABSTENSIONS: None
RE-CUSED: None
ABSENT: Giachino

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

1. Schedule date and logistics of Director & Partner Planning Workshop

Manhart suggested setting a date. Discussion ensued. The Director & Partner Planning Workshop will be held from 10 AM to Noon on Monday, September 21st after a brief RCD Meeting. Manhart also distributed a Selection Process for Capacity – Building Services that she received Friday, July 17th regarding the Capacity-Building for California's RCDs efforts by California Association of Resource Conservation Districts. She noted she needs to research the application process and RCD Staff commitment in more detail; the Board concurred. Staff was directed to research, apply and if successful in the selection process then to bring back for Board discussion / approval.

X. RCD PROJECTS & PROGRAMS

A. Colusa Glenn Subwatershed Program Outreach and Education Services

Manhart / Martin provided report. Discussion ensued.

1. Approve Memorandum of Understanding for calendar years 2016, 2017, 2018

Manhart presented MOU and noted the action item would ratify its approval of both organizations. Discussion ensued.

ACTION: Approve with noted update.
MOTION: Douglass
SECOND: Yalow
AYES: Douglass, Yalow, Goedhart, Roundy, Landini
NOES: None
ABSTENSIONS: None

RE-CUSED: None
ABSENT: Giachino

B. Highway 162 Fuel Break

Manhart provided report; she noted they are in the 30-day public review process for the CEQA Notice of Exemption period and it will end the end of July. And, she is also waiting to hear back from CAL TRANS regarding the Encroachment Permit application. Discussion ensued. President Landini noted his concern that implementation of the Fuel Break has not begun already, fire season is here. Manhart was directed to follow-up with CAL FIRE staff to express concern and see if a grant agreement time extension may be an option.

C. RCD Connects with Kids

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

Manhart provided report. Discussion ensued. A committee meeting will be scheduled in August.

2. Natural Resources & Range Camp Sponsorships – Update

Manhart provided report. Three campers; 2 from Hamilton City and 1 from Elk Creek attended this year. Discussion ensued. Appreciation was provided to Glenn County Farm Bureau, Glenn-Colusa CattleWomen and Glenn-Colusa Cattlemen for sponsoring campers and RCD Staff will arrange for camper presentations.

3. High School Speak-Off Contest – September 21st

"How can RCDs become more involved with conservation education?"

Manhart announced topic and event date.

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

Manhart provided report.

E. Wildlife Escape Ramps for Livestock Troughs

Manhart provided report.

F. Working Lands Conservation Partners Project

Manhart provided report. The partners will not be submitting a USDA Regional Conservation Partners Program (RCP) application targeted on rangeland projects this year due to match requirements and inability to come up with match.

G. 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

NRCS Cooperative Agreement – Pending


Manhart provided report. Discussion ensued. It was noted she is being conservative in using RCD's general fund money and is not seeking grants for unfunded RCD programs if projects are not going to be competitive.

IX. ADJOURNMENT

President Landini adjourned the meeting at 12:08 p.m.

Approved on September 21, 2015 by the Glenn County Resource Conservation District Board.

Attested by,



Mike Landini, President
yaku ✓



Kandi Manhart, Secretary

Items Attached:

Cash disbursements journal

Glenn County Resource Conservation District

7/17/2015 1:40 PM

Register: UMPQUA Checking

From 05/19/2015 through 07/20/2015

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/28/2015	3690	Cardmember Service	UMPQUA Visa	Acct: 4798 5100 470...	50.00	X		59,660.71
05/28/2015	3691	AT&T	20000 · Accounts Payable	530 934-8036 087 5	55.65	X		59,605.06
05/28/2015	3692	AT&T	20000 · Accounts Payable	135591858 - U-verse	104.00	X		59,501.06
05/28/2015	3693	Office Depot	20000 · Accounts Payable	770662641001 - Env...	378.23	X		59,122.83
05/28/2015	3694	Ray Morgan Company	20000 · Accounts Payable	923775	264.54	X		58,858.29
05/28/2015	3695	Donnan Arbuckle	60100 · Education & Outreach...	50/50 Fundraiser Raf...	147.50	X		58,710.79
05/29/2015	3645	Kandi E. Manhart	66000 · Payroll Expenses:6640...		4,058.03	X		54,652.76
05/29/2015	3646	Ritta M Martin	66000 · Payroll Expenses:6640...		1,563.30	X		53,089.46
06/02/2015			12000 · Undeposited Funds	Deposit		X	233.75	53,323.21
06/02/2015			12000 · Undeposited Funds	Deposit		X	40.00	53,363.21
06/02/2015			12000 · Undeposited Funds	Deposit		X	495.58	53,858.79
06/02/2015			12000 · Undeposited Funds	Deposit		X	16.13	53,874.92
06/02/2015	3696	Phil Kline	20000 · Accounts Payable	6 Wood Duck Boxes	250.20	X		53,624.72
06/02/2015	3697	Willows FFA - Woodshop	-split- Inventory Asset	3 Blue Bird, 22 Owl ... Blue Bird House	800.00 -30.00			52,824.72

Glenn County Resource Conservation District

7/17/2015 1:40 PM

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Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
06/03/2015			Inventory Asset	Owl Nesting Box	-770.00		
			12000 · Undeposited Funds	Deposit		335.00	53,159.72
06/09/2015	3698	Donalea Faver	60100 · Education & Outreach:...	Refund for donation ...	35.00		53,124.72
06/09/2015	3699	Kampschmidt Payroll & Acc...	20000 · Accounts Payable	Invoice 2015-344	44.00	X	53,080.72
06/09/2015	3700	PacificCom	20000 · Accounts Payable	2015 Maintenance A...	1,013.00	X	52,067.72
06/10/2015	3701	Black Butte Lake, USACE	20000 · Accounts Payable	RYTO Buckhorn Re...	82.00		51,985.72
06/10/2015	3702	Cedar Creek Mail Prep	20000 · Accounts Payable	RYTO - 2,000 Postca...	702.24	X	51,283.48
06/15/2015	EFTPS	IRS	66000 · Payroll Expenses:6650...	IRS payroll taxes	2,237.74	X	49,045.74
06/15/2015	EFT	EDD	66000 · Payroll Expenses:6660...	EDD payroll taxes	406.29	X	48,639.45
06/15/2015	3703	Cardmember Service	UMPQUA Visa	Acct: 4798 5100 470...	136.66		48,502.79
06/16/2015			12000 · Undeposited Funds	Deposit		3,106.40	51,609.19
06/16/2015			12000 · Undeposited Funds	Deposit		1,200.00	52,809.19
06/16/2015			12000 · Undeposited Funds	Deposit		378.23	53,187.42
06/16/2015			12000 · Undeposited Funds	Deposit		423.60	53,611.02

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Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
06/19/2015			12000 · Undeposited Funds	Deposit	X	650.00	54,261.02
06/19/2015	3708	Kandi Manhart - PETTY CA...	Petty Cash	Reimbursement to Pe...	191.18		54,069.84
06/24/2015			12000 · Undeposited Funds	Deposit	X	400.00	54,469.84
06/26/2015	3704	AT&T	20000 · Accounts Payable	530 934-8036 087 5	44.54		54,425.30
06/26/2015	3705	AT&T.	20000 · Accounts Payable	135591858 - U-verse	104.00		54,321.30
06/26/2015	3706	Office Depot	20000 · Accounts Payable		216.92		54,104.38
06/26/2015	3707	Ray Morgan Company	20000 · Accounts Payable	Invoice #948082	243.23		53,861.15
06/30/2015	3647	Kandi E. Manhart	66000 · Payroll Expenses:6640...		4,058.03		49,803.12
06/30/2015	3648	Ritta M. Martin	66000 · Payroll Expenses:6640...		2,804.52		46,998.60
06/30/2015			12000 · Undeposited Funds	Deposit	X	42.00	47,040.60
06/30/2015			12000 · Undeposited Funds	Deposit	X	30.50	47,071.10
07/02/2015			-split- Undeposited Funds	Deposit		10,838.20	57,909.30
			Undeposited Funds			6,848.20	
			Undeposited Funds			3,990.00	
07/02/2015			-split- Undeposited Funds	Deposit		1,113.76	59,023.06
			Undeposited Funds			934.00	

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7/17/2015 1:40 PM

Register: UMPQUA Checking

From 05/19/2015 through 07/20/2015

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
			Undeposited Funds			61.56	
			Undeposited Funds			118.20	
07/13/2015	3709	CARCD Sacramento Valley ...	20000 · Accounts Payable	2015/2016 Annual S...	100.00		58,923.06
07/13/2015	3710	Golden State Risk Managem...	20000 · Accounts Payable	GSRMA FY2015-2016	5,997.00		52,926.06
07/13/2015	3711	Kampschmidt Payroll & Acc...	20000 · Accounts Payable	Invoice 2015-406	119.00		52,807.06
07/13/2015			12000 · Undeposited Funds	Deposit		73.50	52,880.56
07/16/2015	3712	Farrell Design Group	65100 · Other Types of Expens...	Invoice 1407	53.65		52,826.91
07/17/2015	3713	Cardmember Service	UMPQUA Visa	Acct: 4798 5100 470...	513.62		52,313.29