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MAY BOARD MEETING MINUTES

The regular meeting was called to order at 6:03 pm on Thursday, May 28, 2026.

DIRECTORS PRESENT

Shannon Brines, Chair
Jill Dohner, Vice-Chair (Departed about 7pm)
Maegen Gabriel, Treasurer
Brandon Henes, Secretary
Patricia Denig, Staff Liaison
Susan Morley LaCroix, Associate Director
Robbin Pott, Associate Director (Virtual)

DIRECTORS/STAFF ABSENT

STAFF/OTHERS PRESENT

Summer Roberts, Executive Director
Shazia Ansari, Finance Administrator
Megan Phillips-Goldenberg, Development Manager
Alison Bressler, Collaborative Research Specialist at U-M Water Center (Departed about 6:45 pm)
Olivia Byrd, U-M Student (Virtual, Departed about 6:45 pm)

ADDITIONS TO AGENDA:

Move Item #5A3 ahead of Old Business
Add example resolution from Kent County regarding Data Centers to end of New Business

Motion by Denig to amend agenda. Seconded by Dohner.

Vote: 5 yays, 0 nays.

Motion carried.

OATH OF OFFICE: None

PUBLIC COMMENT: None

COMMITTEE REPORTS

Finance Committee (Gabriel): Introductory meeting on 05/15/2026. Another official meeting to be scheduled. Treasurer and Finance Administrator also met 1:1 to set goals for committee moving forward.

HR Committee (Denig): Met on 05/01/2026 to finalize job posting for Executive Director position.

Subcommittee is also working on updating HR policies. Recommendation that Leadership Committee review and update organizational policies.

Leadership Committee (Brines): Met on 5/11/2026 to set agenda.

Farmer Committee (Gabriel): No meeting.

MEETING MINUTES

Motion by Gabriel to approve the April regular and special meeting minutes. Seconded by Dohner.

Vote: 3 yays, 0 nays.

Motion carried.

FINANCIAL REPORTS

As of April 30, 2026

Total Assets	\$1,339,587
Total Liabilities & Equity	\$1,339,587
Total Monthly Income	\$146,170
Total Monthly Expense	\$83,725
Total Monthly Other Income	\$2,548
Total Monthly Net Income	\$64,993

Discussion Highlights

- Question about Clearing Account – money sits here until it is received (e.g. from Shopify)
- Question about JotFrom – monthly charge, used for Conservation Needs Assessment
- Review of PO for event t-shirts

APPROVAL OF BILLS

Motion by Dohner to approve payment of bills. Seconded by Denig.

Vote: 5 yays, 0 nays.

Motion carried.

CORRESPONDENCE

- NRCS Area 4 Agreement Meeting – status of cooperative agreement to be discussed later in agenda
- MACD accepting applications for scholarships to NACD summer conference – to be discussed later in agenda
- WCPaRC shared that the Agriculture Commission approved the regulation of six ornamental invasive species (BOD had submitted a letter of support)

PUBLIC NOTICES

- Review of Public Notices from EGLE – no BOD action

FARMLAND AGREEMENTS & CONSERVATION PLANS

- No Farmland Agreements/PA116s

- Discussion regarding the number of conservation plans – Brines to reach out to Solomon Andrews at NRCS
Motion by Gabriel to accept farmland agreements and conservation plans as presented. Seconded by Dohner.
Vote: 5 yays, 0 nays.
Motion carried.

STAFF & PARTNER REPORTS

Executive Director – Summer Roberts

- Q2 grant reporting, prepping BOD elections, onboarding new Finance Admin (FA), picking up FA tasks and Admin Assistant tasks, keeping CD running

Conservation Specialist - Nick Machinski

- Discussion on Ag Plastic Recycling Event
 - Event was successful, but not financially viable and unlikely to be repeated
 - WCCD efforts would likely be better spent in reduce/reuse (e.g. coordinating swaps of materials)

Resource Specialist - Doug Reith

Development Manager - Megan Phillips Goldenberg

Community Forester - Matt DeJonge

Community Engagement Specialist – Jill Lada

Washtenaw County Farm Bureau - Sue Rodgers (no report)

Produce Safety Technician, Genesee CD – Micah Hutchinson

MDARD Regional Coordinator- Nadene Berthiaume

MyFarms Digital Adoption Grant

- Bressler introduced herself and described job at U-M as writing grants for nutrient reduction projects.
- Discussion regarding updates to proposal, specifically EGLE asking WCCD to serve as fiduciary. Federal dollars with an intended project start date of 10/01/2026 (FY27). WCCD will already be doing a single, federal audit in FY27. Proposal is for managing a subcontractor and a 0.5 FTE.
- Discussion regarding current staff interest and Finance Administrator recommendations.
- Confirmation that BOD will review full proposal and final agreement.

Motion by Gabriel for WCCD to be named as grant recipient and fiduciary in the pre-proposal submission. Seconded by Dohner. Vote: 5 yays, 0 nays.

OLD BUSINESS

1. Staff Updates - Roberts
 - a. Administrative Assistant – starting June 15th
2. NPEM and Board Elections, June 6th, 2026 from 8am-1pm (10 min) – All
 - a. Discussion about who will be in attendance and the timeline of events.
 - b. Timeline:
 - i. 8am – 12pm: Voting
 - ii. 12pm: Election closes
 - iii. 12:30pm: Announce winners

NEW BUSINESS

1. NACD Conference – Brines

- a. Brines to submit request to MACD for scholarships for Board and staff to attend NACD conference
 - b. Discussion about what is covered and who will attend
2. Finance Administrator Report – Ansari
 - a. Reviewed Executive Summary and financial snapshots with takeaways
 - b. Ansari requested guidance from BOD on the purpose and guidelines for MIClass funds. Discussion about General, Reserve, and Capital funds and how Conservation Needs Assessment and the upcoming Strategic Plan will help determine. In the meantime, BOD asked Ansari to propose recommendations for each.
 - c. Ansari reviewed priority projects and reviewed actions taken per last meeting’s memos. Ansari is determining staff access needs for Quickbooks Online, A2x, Stripe, and PayChex.
 - d. Discussion about where additional funding could come from, including operational endowment and capital fund campaign. Return to idea of WCCD Friends Of Group (501c3). Discussion about issue being recognized as a non-profit by businesses when not a 501c3.
3. ED Transition – Roberts/Denig/Brines
 - a. Board has interviewed 8 candidates. Interviewing 4 in-person next week. Ansari and Phillips Goldenberg to sit in and ask follow-up questions.
 - b. Ansari, Phillips Goldenberg, and Denig will be working together in Executive Director’s absence. Denig will be the final point of accountability for staff. Roberts is working on updating transition document, including outlining areas that need attention.
4. Strategic Plan Timeline – Roberts
 - a. Roberts to reach out to Guideline Consulting and copy Denig, Ansari, and Phillips Goldenberg. Strategic plan work likely to be pushed back to fall 2026 or winter 2027.
 - b. Roberts to make strategic plan prep and program planning main goals of 6/16 staff retreat.
5. Grant/MOU Updates (2 min) - Brines/Goldenberg
 - a. Upcoming grants
 - i. MDARD FY27 CTAP
 1. Phillips Goldenberg gave verbal updates. CTAP grant (state funds) has been reworked to be competitive, 3-year grant, with more budget autonomy to CDs. Applications are due June 5th. WCCD plans to ask for 1.5 FTE, which will support existing Technician, Paul Buzzard, and the 0.5 FTE to potentially support AMP staff as match for the AMP grant (federal funds), which requires a cash match from WCCD. No Board action needed at this time.
 - ii. MDARD FY28-FY32 CS
 1. Phillips Goldenberg gave overview of potential changes to Conservation Specialist grant, including submission of a cost estimate to MDARD/EGLE’s GLMU for potential federal funds via EPA GLRI. No Board action needed at this time.
 - iii. USDA NIFA Specialty Crop Research

1. Brines sent letter of support on 5/15. No further Board action at this time.
- b. Grant applications for BOD approval
 - i. NRCS Cooperative Agreement
 1. Discussion regarding NRCS and WCCD relationship. Review of timeline of Cooperative Agreement history. Draft budget narrative for 1 FTE Conservation Technician for FY27-FY29, including a 50% match from WCCD, was submitted to NRCS on 05/13. No Board action required at this time.
- c. Pending Notice
 - i. NACD TA
- d. Grants/MOU for BOD Signature
 - i. MDARD RFNG
 1. Last communication from MDARD was that agreements would be going directly to Board Chairs by 5/15. Brines has yet to receive agreement. Board holds (motioned last meeting) that staff should stop work if 20% of budget has been before agreement is signed.
 - ii. AMP MOU
 1. BOD had previously approved. Brines signed agreement. Roberts to return to MACD.
- e. Received in FY26 & uploaded to Google Drive
 - i. MDARD FY26 Grants: OPS, CS, CTAP, RAP
 - ii. EGLE OSN
 - iii. Ag Plastic MOU
 - iv. Saline-Macon (subawardee of RRWC)
 - v. County MOU Ag Tire Drive
6. Data Centers
 - a. Example Resolution from Kent County to be discussed at next Board meeting. Leadership Committee to review previous memo from Phillips Goldenberg.

NEXT MEETING:

1. Regular Board Meeting: Thursday, June 25th at 6 p.m.

ADJOURNMENT: 8:40 PM

Motion by Henes to adjourn. Seconded by Gabriel.

Vote: 4 yays, 0 nays.

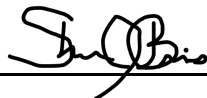
Motion carried.

THESE MINUTES STAND TO BE APPROVED.

MINUTES APPROVED

6/25/2026

APPROVAL SIGNATURE: _____



ADJOURNMENT