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NOVEMBER BOARD MEETING MINUTES

The regular meeting was called to order at 7:01 pm on Thursday, November 20, 2025.

DIRECTORS PRESENT

Shannon Brines, Chair (Virtual)

Maegen Gabriel, Vice-Chair

Hannah Weber, Treasurer

Brandon Henes, Secretary

Patricia Denig, Staff Liaison

Jill Dohner, Associate Board Director

DIRECTORS/STAFF ABSENT

Deborah Shad, Finance Administrator

STAFF/OTHERS PRESENT

Summer Roberts, Executive Director

Danielle Christian, Administrative Assistant (Virtual)

ADDITIONS TO AGENDA

- Additional public notices
- MOU between Washtenaw County and WCCD re: tire recycling event

Public Comments:

Public attendees and discussion highlights:

Rachel Lipson, Ann Arbor resident

- Frequent tool library user, both personally and with ADAPT ecology organization. Would like to partner in some way.
- Data Center opposition discussion, particularly around water usage and negative effects on ground water health, as well as excessive land usage and pollution
- Seeking to explore WCCD collaboration possibilities or what other resources/connections/support WCCD can provide with respect to this matter

Crystal and Pascal Lecoq , Ypsilanti Township residents

- Crystal works with Rachel Lipson
- Continued data center opposition discussion, focusing around personal experience working in the industry out of state
- Continued data center opposition discussion, focusing on ecological and financial impacts for residents

Board discussion on previous interactions with this issue, including sending a letter to Saline Township and State of Michigan opposing the release of prime farmland from PA116 agreements. Discussion on WCCD's limited power and the importance of Township zoning. Board encouraged reaching out to legislators and state energy commission and connected attendees with grassroots effort happening in the area.

Committee Reports

Finance Committee:

Meeting to be held 11/21, no update

HR Committee:

Met 10/17. Items of discussion:

- General liability insurance, with focus on field days. Following up with insurance agent.
- New HR committee member is also a lawyer, looking for a colleague to do some pro bono work for WCCD HR policy review
- Revisiting employee evaluation process including salary bands and compensation study

Farmer Committee:

Met with MSU representative to discuss assisting local farmers in diversifying. Discussion carrying over to February

MEETING MINUTES

Motion by Weber to approve the October meeting minutes. Seconded by Denig .

Vote: 5 yays, 0 nays.

Motion carried.

FINANCIAL REPORTS

Total Assets	\$910, 596.59
Total Liabilities & Equity	\$910, 596.59
Total Monthly Income	\$24, 891.35
Total Monthly Expense	\$123, 820. 74
Total Other Income	\$657.75
Total Monthly Net Income	\$-98, 271.64

Discussion Highlights

- EOY balance sheet and FY26 Q1 balance sheet
- Milkweed donation increase
- HR hiring costs
 - Job posting and background check fees
- Income vs expenses
 - High equipment expense line due to The Stewardship Network grant. DR buying equipment and then grant will reimburse.

APPROVAL OF BILLS

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

Vote: 5 yays, 0 nays.

Motion carried

CORRESPONDENCE

Discussion highlights:

- MACD annual meeting and elections
- Grant impact from federal shutdown

PUBLIC NOTICES

No Discussion

FARMLAND AGREEMENTS & CONSERVATION PLANS

None

No Agreements or Plans, no vote

STAFF & PARTNER REPORTS

WCCD Executive Director, Summer Roberts

Discussion highlights:

- MDARD grant updates - CTAP and CS changes
- Working with HR committee on policies
- annual reviews
- office lease

WCCD Conservation Technician, Matt DeJonge

WCCD Conservation Specialist, Nick Machinski

WCCD Resource Specialist, Doug Reith

Development Manager, Megan Phillips Goldenberg

MDARD Regional Coordinator, Nadene Berthiaume

Discussion highlights

- New funding opportunities
 - Applying for NACD TA grant
 - EGLE grant opportunities
 - MDARD RAP - additional field day funding

NRCS Representative, Solomon Andrews

OLD BUSINESS

1. Budget Scenario Updates/Staff Changes (2 min) - Brines/Roberts

a. NRCS Position

- a. NACD -> deadline for applying extended to 12/11 due to Govt shutdown
- b. Knight Foundation -> no updates
- c. AMP -> no updates
- d. Cooperative Agreement with NRCS
 - 1. Have not received any examples from other CDs (may be due to government shutdown, co-located CDs)

e. TOPP budget

- i. Additional unused monies from 2025 can be rolled over and used for KS position funding
- 2. Training Opportunities (2 min) - Brines
 - f. MACD Annual Meeting, December 8-10, 2025, Bellaire MI
 - i. Brines, Reith, Phillips Goldenberg, Buzzard attending
 - b. Save the Date: Legislative Action Day on March 11, 2026, Lansing, MI
 - a. Gabriel, Denig, and Dohner all plan to attend

NEW BUSINESS

- 1. Washtenaw County Lease Renegotiations (20 min) – Roberts
 - a. Almost 500% lease increase
 - i. County willing to consider staircase increase for FY26
 - ii. Leadership Committee sent letter to county documenting WCCD benefits; MPG assisted with drafting
 - iii. Discussion around prior lease agreement and potential increase reasoning
 - iv. County technology support costs discussion
 - v. Roberts to research alternative office space and IT costs; Dohner to assist
- 2. Grant Updates (1 min) - Roberts
 - b. Received & uploaded to Google Drive
 - i. MDARD FY26 Grants: Ops, CS, CTAP
 - ii. Saline-Macon (subawardee of RRWC)
 - iii. Roberts to continue adding grant info as it comes in
- 3. Annual Award Selection (10 min) – Roberts
 - a. Discussion around award nominee support and final vote
 - i. Small/beginner farmer: Robbin Pott
 - ii. Conservation farmer: Brad Bristle
 - iii. Tree conservationist: Barbara Lucas and Tree Town Forestry Team
 - iv. Volunteer: Karen Mills
- 4. In-Kind Donation Receipts (10 min) – Roberts
 - a. Resolution for next meeting not needed
 - i. Partial compensation receipt policy
 - b. Dollar amount responsibility is the donor's
 - i. Roberts forwarding to Finance Committee for review; Roberts will take to legal if Finance Committee recommends

- ii. Unless Finance Committee disagrees, no Board approval needed for in-kind donations
- 3. Executive Director Work Agreement (5 min) – Roberts
 - a. Discussion around small differences between this year and last year
 - a. Roberts cover own benefits while part time (through 11/30)
 - b. Roberts does not have to seek board/SB approval for travel instead Finance Administrator reviews and approves expenses
 - b. County Commissioner Reporting discussion
- 4. County Tire Drive MOU Discussion
 - a. Machinski and Shad reviewed and approved language
 - b. Roberts to sign
 - c. Discussion around final paragraph language and indemnification
 - i. Roberts to request reciprocation
- 5. CES position offered. Waiting on reply from candidate.
- 6. Work Agreement Adjustments Discussion
 - a. Benefits payments under leave
- 7. Brines and Dohner will be at MACD annual meeting
 - a. Email Brines for any questions/information requests from conference
 - b. Staff attendance adjustment discussion
 - a. PB invited to speak on TOPP Panel; TOPP is paying for his attendance and hotel
- 8. Document signage discussion
 - 1. Roberts to ask MDARD about Vice-Chair signing when Chair is absent or unable

NEXT MEETING:

- 1. Regular Board Meeting: Thursday, December 18th at 7 p.m.

OATH OF OFFICE

None

ADJOURNMENT: 8:46 PM

Motion by Gabriel to adjourn. Seconded by Denig.

Vote: 5 yays, 0 nays.

Motion carried.

THESE MINUTES STAND TO BE APPROVED.

MINUTES APPROVED

APPROVAL SIGNATURE: _____



12/18/25