Washtenaw County Conservation District

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JUNE BOARD MEETING MINUTES

The regular meeting was called to order at 7:05pm on Thursday, June 12th, 2025.

DIRECTORS PRESENT

Shannon Brines, Chair

Maegen Gabriel, Vice-Chair

Patricia Denig, Staff Liaison

Brandon Henes, Secretary

DIRECTORS ABSENT

Hannah Weber, Treasurer

OTHERS PRESENT

Summer Roberts, Executive Director

Deborah Shad, Finance Administrator (virtual)

Molly Eassa, Executive Assistant (virtual)

Solomon Andrews, NRCS

ADDITIONS TO AGENDA

Yes- Internal deferred compensation report and public notice discussion.

MEETING MINUTES

Gabriel motions to approve the May meeting minutes, Denig seconds. 5 yays, no nays, no questions or further discussion. Motion passes.

COMMITTEE REPORTS

Finance Committee

None.

HR Committee

Bonus compensation policy discussion

Long-term volunteer waiver with MiFarmLink discussion

Leadership Committee

None.

FINANCIAL REPORTS

Total Assets	$1,079,885.89
Total Liabilities & Equity	$1,079,885.89
Total Monthly Income	$57,451.81
Total Monthly Expense	$79,374.50
Total Other Income	$2,635.46
Total Monthly Net Income	$-20,034.95

Discussion

Review and clarification of budget

Tree sale income review ***Weber to sign next month**

APPROVAL OF BILLS

None.

PUBLIC NOTICES

Jackson District Office proposed to create an approximately 60-acre lake for the purpose of sand and gravel mining. Discussion and review.

FARMLAND AGREEMENTS & CONSERVATION PLANS

Review and discussion regarding PA 116.

STAFF & PARTNER REPORTS

WCCD Executive Director, Summer Roberts

- Sub-awardee for TOPP & fiscal year 25 Q3 budget amendments
- Realignments from staff departures

WCCD Resource Coordinator, Doug Reith

- Expo debrief and discussion
- Importance of making sure all vendors are not selling non-native plants

WCCD Conservation Technician, Matt DeJonge

- CISMA & board certification

WCCD Conservation Specialist, Nick Machinski

MCSFP Specialist, Megan Phillips Goldenberg

MiFarmLink Specialist, Jill Dohner

MDARD Regional Coordinator, Nadene Berthiaume

NRCS Representative, Solomon Andrews

- USDA EQIP finishing up applications, 4 more left to obligate
- CSP contractor discussions

OLD BUSINESS

1. Budget Scenario Updates/Staff Changes (15 min)
    a. NRCS Position
        i. NACD/Knight Foundation/AMP/Millage/A2 Farmer's Market
    b. They want 50/50- to be negotiated
    c. Plan to reapply to NACD grant which does not open until this fall
    d. Discussion surrounding potential budget routes for keeping KS on staff
        i. Millage dollars higher than anticipated, possible solution without having to take money from our reserve funds.
        ii. FLG funding
        iii. Other positions are available for her to pursue during this time
2. Revised Media and Letters of Support Policy (5 min)
    a. ED to be in charge of this - review
    b. Concerns with bottlenecking via ED
        i. ED for sensitive topics or crises, otherwise rely on topic specialists for their discretion
        ii. **Gabriel motions to adopt this policy into implementation. Roll call: all yays, no nays. No questions or further discussion. Motion passes.**
3. MDARD Operations Elements Review: Board Governance (10 min)
    a. No board concerns on this
    b. Review and discussion
4. Maternity Leave Plan (20 min)
    a. Tasks outlined and review for staff to support with.
5. Annual Meeting (10 min)
    a. Asked folks at Native Plant Expo if voting happened at this event instead of annual meeting, received mixed feedback. No decisions made at this point.

i. Discussion on best practices

b. Keep this on agenda to revisit

NEW BUSINESS

1. FY25 Q3 Budget Amendment Memo (20 min)
   a. Millage income went up
   b. Annual meeting income increase
   c. Paul CTAP grant increased
   d. TOPP grant increased
   e. GLRI increase
   f. MiFarmLink increase
   g. ClimateSmart decreased
      i. Overall several shifts
      ii. **Denig motions to approve budget amendments, Gabriel seconds. All yays no nays. No questions or further discussion. Motion passes.**
   h. Discussion surrounding retirment opting out option
   i. Benefits to healthcare to retirement if opted out
   j. No longer be a taxable cash payout
   k. Amending MERS plan to allow health insurance opt out as an employer contribution that is fully vested when it is contributed. PD to bring amended policy to board in July
   l. **Denig motions to amend MERS retirement plan that allows to employer to contribute the insurance opt-out amount for those employees who opt out of retirement. Gabriel seconds. All yays, no nays. No questions or further discussion. Motion passes.**

2. Bonus Compensation Policy (10 min)
   a. To be standardized, especially in light of the MiLive article
   b. DR would like a bonus, comfortable with receiving vacation days as opposed to dollar amount
   c. Current draft to be revised
   d. Moving forward with this now, but moving forward we can finalize this policy

3. Ann Arbor's Farmers Market Inspection Opportunity (20 min)
   a. Move to next month's agenda
   b. Summer to check staff temperature with test year where they reach out and request scenario 3 with 30% overhead- relay to MPG
   c. Ask for vendor list

OATH OF OFFICE

ADJOURNMENT: 9:34pm

THESE MINUTES STAND TO BE APPROVED.

MINUTES APPROVED

APPROVAL SIGNATURE: _____ 7/17/25