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DECEMBER BOARD MEETING MINUTES

The regular meeting was called to order at 7:04pm on Thursday, December 19th, 2024.

DIRECTORS PRESENT

Shannon Brines, Chair
Matt Nolan, Vice-Chair
Hannah Weber, Treasurer
Tom Shanahan, Board Director

DIRECTORS ABSENT

Maegen Gabriel, Secretary

OTHERS PRESENT

Deborah Shad, Finance Administrator (virtual)
Summer Roberts, Executive Director
Molly Eassa, Executive Assistant (virtual)
Brandon Henes, Prospective Director
Nick Machinski, Conservation Specialist (virtual)

ADDITIONS TO AGENDA

None.

MEETING MINUTES

Nolan motions to approve the November regular meeting minutes, Weber seconds. 5 yays, no nays, no further discussion. Motion passes.

COMMITTEE REPORTS

Finance Committee:

- None.

HR Committee:

- None.

FINANCIAL REPORTS

Total Assets	\$680,848.23
Total Liabilities & Equity	\$680,848.23
Total Monthly Income	\$2,302.26

Total Monthly Expense	\$100,693.12
Total Other Income	\$2,072.58
Total Monthly Net Income	- \$96,318.28

Discussion

- Reduction in Federal interest rates may have impacts on budget
 - MI Class funding
- Negative net income due to several reasons
 - USDA grant funding is late by a quarter
 - Professional development has been higher
 - MOSA transaction

APPROVAL OF BILLS

No purchase orders to approve.

FARMLAND AGREEMENTS & CONSERVATION PLANS

No Conservation Plans or Farmland Agreements.

Correspondence:

None.

STAFF & PARTNER REPORTS

WCCD Executive Director, Summer Roberts

- MI Law: new sick time policy to take place in February, legal is checking compliance
- Community engagement position
 - Coming soon
- EGLE GLRI WLEB Cost Share Draft Grant
 - Draft language to be discussed during old business
- Upcoming board director elections
 - Everything in compliance with MI law
- Lenawee GLRI Grant: WLEB outreach position and CRM
- Cooperative agreement meeting with Solomon at NRCS
 - To be scheduled

WCCD Resource Coordinator, Doug Reith

WCCD Conservation Technician, Matt DeJonge

WCCD MAEAP Technician, Nick Machinski

MCSFP Specialist, Megan Phillips Goldenberg

MiFarmLink Specialist, Jill Dohner

- Moving to MACD in FY26
 - Budget impacts - Admin salary funding would move as well
 - Less than \$7k total

MDARD Regional Coordinator, Nadene Berthiaume

OLD BUSINESS

1. Values Retreat (5 min)
 - a. Matt drafted values
 - i. Will work asynchronously to continue to develop
 - ii. Ask Patricia if she'd like to be involved
 - b. Allow Matt continued access to Google drive folder
2. Annual Meeting (10 min)
 - a. Door Prizes – can be brought to event or dropped off at office
 - i. Gabriel: Agricole and Garden Mill
 - ii. Weber: Green Things Farm Collective and Argus
 1. Awaiting Argus basket
 - iii. Nolan: Chelsea Farm Supply and Dexter Mill – dropped off at office
 1. Send “Thank You’s” for donations (hat and gift card CFS)
 - b. BOD Roles
 - i. Staff set-up at 3pm; Stay for clean up?; Any Board members available?
 1. Hannah at 3pm
 2. Matt at 4pm
 3. Shannon at 4pm at earliest
 - ii. Main Emcee – Brines
 - iii. Departing BOD - Matt Nolan, Tom Shanahan (dedicated 4 min)
 1. Matt- saying a few things
 2. Tom- saying a few things (maybe)
3. County MOU for Millage (5 min)
 - a. Emailed County in November, no response
 - b. Will follow up in January
4. Friends of WCCD Subcommittee - January 9th (5 min)
 - a. Shannon, Summer, and Megan G. scheduled to meet
 - b. When BOD is established: Ask Megan DeLeeuw and Matt Nolan
5. Budget Scenarios Subcommittee - January 7th (5 min)
 - a. Shannon, Summer, Hannah, Deborah, and Patricia scheduled to meet
 - b. Two board members max, would need to become open meetings if more than two; adjust after election certified
6. Website Rollout - December 12th (2 min)
 - a. Doug presented training at staff meeting
 - b. Everyone has editing access
 - c. Still in editing process
 - d. Ask Doug any questions
7. EGLE GLRI WLEB Cost Share Draft Grant (10 min)
 - a. Put our name in wrong
 - i. Ask John and Nadene about official name (Washtenaw County Soil Conservation District)
 - b. Capacity?- ask John Switzer
 - c. Admin portion in draft grant with budget
 - i. Budget is vague
 - ii. \$86,876
 1. This is less than initial funds offered (roughly 96,000)
 2. \$8.6k ish for indirect costs
 - iii. 3 yr grant: start date Jan 1 2025, end Aug 31st 2028
 - d. Compiling other submissions for Hillsdale, Lenawee and Monroe
 - e. Distribution of funds through EGLE? Cashflow/bankroll, etc. how is this going to look? Interest? Cost offsets?

- i. Strand
 - 1. Payments by quarter, worked for the most part
 - 2. Money is sitting at EGLE, not waiting for EPA
 - ii. Purpose: precision ag practices, cover crops cost shares, etc.
- 8. MAWG Grant (5 min)
 - a. Matt DeJonge & MSU
 - i. Emily Silver and Jason Rowntree
 - b. Draft grant agreement
 - c. Funding for demos, field days, other outreach efforts
- 9. DEI strategy: Continue in Jan 2025
 - a. Overview of past HR committee and board DEI efforts
 - b. Review Dr. Easley's report and bring it to HR
 - c. Requirements for voting and motion passing? Ask Nadene about quorum requirements.

NEW BUSINESS

- 1. Presentation from Conservation Specialist, Nick Machinski (30 min) *Presentation recorded
 - a. Oversees TOPP, MAEAP (CTAP), NACD/NRCS
 - b. Grant duties
 - i. Saline River
 - 1. MDARD
 - 2. Install permanent filter strips along the waterways in the headwaters of the Saline River Watershed
 - ii. Tile Line Monitoring
 - 1. MDARD, IWR, EGLE, LCD, MCD, WCCD
 - 2. Test water coming out of tiled fields to see if certain practices can be installed in the Western Lake Erie Basin
 - iii. Farmer Led Group
 - 1. MACD, RRWC, MDARD, EGLE, LCD, MCD, WCCD
 - 2. Farmers helping farmers adopt best management practices to improve soil health, increase crop yields, reduce farm input costs, reduce nutrient loss, and improve water quality in the WLEB
 - iv. Watershed Work: Ottawa Stony North
 - 1. EGLE, WCCD, MCD, LimnoTech, Local Gov, Producers
 - 2. Create a watershed management plan for the Ottawa Stony North watershed
 - v. Watershed Work: River Raisin
 - 1. EGLE, RRWC, WCCD, MCD, LCD, Local Gov
 - 2. Create update the watershed management plan
 - vi. Great Lakes Restoration Initiative (GRLI) Soil Health Investment Project (SHIP)
 - 1. EGLE, WCCD, MCD, LCd
 - 2. Provide funds for producers to implement best management practices on their fields with a focus on precision ag
 - vii. NRCS
 - 1. MDARD, NRCS, WCCD
 - 2. Provide NRCS support
 - c. Farmer Cost Share
 - i. Creation and editing of application, creation and editing of ranking system, administration of all documentation and verification of practice implementation

- d. questions/discussion
 - i. Workload with MDARD requirements
 - 1. Limits in capacity
 - 2. Management isn't ideal from MDARD but whatever
 - 3. Hasn't impacted ability to complete work
 - 4. MDARD has a top-down approach
 - e. Farmer Advisory Committee
 - i. Any board support? Board has to create subcommittees: require at least one board member to attend
 - ii. Fostering farmer diversity
 - f. Put under old business next meeting to discuss more
- 2. Annual Celebration board attendance
 - a. Patricia and Brandon unable to vote until MDARD certifies election process
 - b. Important for Patricia and Brandon to return "Oath of Office" quickly; Summer will bring to Annual Celebration
 - i. Should be able to vote by February
 - c. If Shanahan and Nolan can attend January meeting that would be ideal to ensure we have a quorum

NEXT MEETING:

Annual Celebration: Thursday, January 16th, 2025 at 5:00pm at Cobblestone Farm
Monthly Board Meeting: Thursday, January 23rd at 7:00pm.

OATH OF OFFICE

ADJOURNMENT: 9:16pm.

THESE MINUTES STAND TO BE APPROVED.

MINUTES APPROVED

APPROVAL SIGNATURE: _