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SEPTEMBER BOARD MEETING MINUTES

The regular meeting was called to order at 7:18pm on Thursday, September 19th, 2024.

DIRECTORS PRESENT

Shannon Brines, Chair (virtual)
Matt Nolan, Vice-Chair
Hannah Weber, Treasurer
Maegen Gabriel, Secretary
Tom Shanahan, Board Director

DIRECTORS ABSENT

OTHERS PRESENT

Deborah Shad, Finance Administrator (virtual)
Summer Roberts, Executive Director
Molly Eassa, Executive Assistant
Solomon Andrews, NRCS District Conservationist
Brenda Baker (virtual), no public comment

ADDITIONS TO AGENDA

None.

MEETING MINUTES

Gabriel moves to approve August regular and special board meeting minutes, Nolan seconds. 5 yays, no nays, no further discussion. Motion passes.

COMMITTEE REPORTS

Finance Committee: N/A

HR Committee: N/A

FINANCIAL REPORTS

Total Assets	\$779,149.54
Total Liabilities & Equity	\$785,831.54
Total Monthly Income	\$1,158,655.29
Total Monthly Expense	\$1,158,655.29
Total Other Income	\$97,326.67
Total Monthly Net Income	\$146,192.96

Discussion

- Uncategorized Expense Line: typo
- Finances are looking good.
- Tamarack payments/project to be finished soon.
- EGLE STONY grant program development charge.
- Dru in Oct, Nick in Nov.

APPROVAL OF BILLS

Motions to approve paying bills by Nolan, Weber seconds, no further discussion. Motion passes.

FARMLAND AGREEMENTS & CONSERVATION PLANS

Nolan moves to approve farmland agreements, Weber seconds. All yays, no nays, no further discussion. Motion passes.

Correspondence:

PA116 Discussion

- PA116 full documents to be put in shared Google Drive for board review.

STAFF & PARTNER REPORTS

WCCD Executive Director, Summer Roberts

- FY25 budget & programming
 - NACD position funding and grant application submission discussion
- HR review and familiarization
- Values training by FishFly

WCCD Resource Coordinator, Doug Reith

WCCD Community Forester, (Vacant)

WCCD MAEAP Technician, Nick Machinski

WCCD Outreach Coordinator, Dru Mark-Wilson

WCCD Conservation Technician, Paul Buzzard

WCCD Conservation Technician, Matt DeJonge

MCSFP Specialist, Megan Phillips Goldenberg

MiFarmLink Specialist, Jill Dohner

Conservation Technician (TOPP), Kimberly Williams-Guillen & Alex Cacciari

MDARD Regional Coordinator, Nadene Berthiaume

NRCS District Conservationist - Solomon Andrews

- Discussion of water testing systems in urban areas.
- CSP applications being processed.

** Solomon Andrews excused himself from the meeting at 8:12pm.

OLD BUSINESS

1. Values Retreat
 - a. Crossover with staff, board only time as well
 - i. Great for building relationships between staff and board
 - ii. Tom to be there in the last half of meeting
 - b. Facilitators: Sarah McKinnon at Fishfly, LLC
 - i. MDARD & MSUE were also considered.
 - ii. Fishfly facilitation: *Nolan motions to accept, Weber seconds; all yays, no nays, no further discussion. Motion carries.*
 - iii. Share info with Matt & Shannon that's being sent to Sarah
2. Region 10 MACD Meeting
 - a. 10am-3pm on 9/17 at Baseline Farm
 - b. Programming and capacity building
 - c. Networking event!
 - d. Most of the attendants were from other County Conservation Districts.
 - e. Received MACD updates from Rivka
 - f. Received MDARD updates from John
 - g. In the future: budget in more time to discuss district successes and challenges.

NEW BUSINESS

1. NRCS Civil Rights Responsibilities for Partners
 - a. *Signed* NRCS Civil Rights Notice
 - b. This allows us access to resources such as a translator.
2. FY25 General Appropriations Act
 - a. Nolan motions to accept after review, Gabriel seconds. Roll call vote: Gabriel – yay; Nolan – yay; Weber – yay; Shanahan – yay; and Brines – yay. No nays, no further discussion. Motion carries and is adopted as of September 19th, 2024.
3. FY25 Budget Hearing & Amendment Overview
 - a. Reduced amount in training, farmer cost share, temporary employees. Trimming so not to hit any budget too hard.
 - b. Adjusted overtime budget.
 - c. Adjusted benefits budget.
 - d. Pulled MACD FLG.
 - e. New MAEAP position opening soon.
 - f. Higher subscription costs due to more people in the district needing spaces within subscription programs (i.e., Zoom, Asana, etc.)
 - g. Discussion for types of insurances and liability coverages.
4. FY25 Final Budget Amendment - roll call vote: Gabriel – yay; Nolan – yay; Weber – yay; Shanahan – yay; and Brines – yay. No nays, no further discussion. Amendment passes.

NEXT MEETING:

Special Board Meeting: Thursday, October 17th at 7:00pm.

OATH OF OFFICE

ADJOURNMENT: 9:14pm.

THESE MINUTES STAND TO BE APPROVED.

MINUTES APPROVED

APPROVAL SIGNATURE: _