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SPECIAL AUGUST BOARD MEETING MINUTES

The special meeting was called to order at 7:06pm on Thursday, August 29th, 2024.

DIRECTORS PRESENT

Shannon Brines, Chair
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

ADDITIONS TO AGENDA

Region 10 Meeting added to "Old Business"
Agroforestry Event added to "New Business"

MEETING MINUTES

Regular and Special August meeting minutes to be approved at regular September meeting.

COMMITTEE REPORTS

None

FINANCIAL REPORTS

None

APPROVAL OF BILLS

None

FARMLAND AGREEMENTS & CONSERVATION PLANS

None

STAFF & PARTNER REPORTS

None

OLD BUSINESS

1. FY25 Draft Budget
 - a. Roberts reported increases in benefits, salaries, and payroll taxes, as well as addition of overtime fund as main increases to budget; emphasized negative net operating income line item

- b. Shad shared discussion with Tom Sweeny about millage dollars; still using conservative number versus what is expected
 - i. FY25 is with lower mil rate due to Headly act; mil rate will return to .02 in FY26
 - c. BOD recommended cuts to Seasonal/Temporary staff line item to help balance budget with intention of reinstating later in the year following grant
 - d. Roberts and Shad will continue to make adjustments and will send final FY25 draft to BOD to review prior to regular September meeting
 - e. Weber asked about the process of considering BOD compensation in next budget and increasing diversity on the Board
 - i. Brines suggested possibility of setting up a Committee; Determined that a diversified portfolio (donor, capital campaign, etc.) might allow for more compensation and consequently inclusion suggested BOD seek external input on best practices for government/non-profits
 - 1. Roberts to reach out to MDARD about best practices
 - 2. Roberts also mentioned potential for Board DEI to be a part of NACD TA 2024 Grant proposal
2. Budget Adjustment vs. Amendment Process
- a. Shad reported discussing amendment to process regarding \$0 change line items in budget with Finance Committee and asked how to proceed with BOD approval
 - i. Shad clarified that BOD would still be informed about changes at BOD meetings, but staff would not have to seek BOD approval before making a net 0 change to the budget
 - ii. BOD asked Shad to review MDARD handbook and ask MDARD representative to ensure change would be in compliance with State law
3. Region 10 MACD Meeting
- a. Sept 17, 2024 at Baseline Farm
 - i. BYO chairs, water bottles, plates, silverware
 - ii. WCCD providing food; screen, laptop, projector, sign-in sheet
 - iii. WCCD helping setup and tare down
 - b. 3 WCCD board members -> need public announcement
 - c. Roberts to call/invite Livingston & Wayne

NEW BUSINESS

- 1. Finance Committee Member
 - a. BOD reviewed resume and want anyone with the skill set willing to help
 - b. BOD discussed that a process for adding someone to a committee will only need to be developed if too many people want to be involved
- 2. Agroforestry Event
 - a. Nate Ayers part of founding Michigan Agroforestry Working Group alongside Brines and Roberts
 - i. Background: Ayers runs permaculture business & West Michigan Agroforestry Partnership (Savanna Institute grant) to demo an agroforestry hub; replicate in SE MI; met MPG at MACD Summer Conference
 - ii. Proposed Agroforestry Training Event: Ayers will train the trainers (TSP) -> one day event, 20-30 people; Goal of broadening service provider training; MCSFP working with Whitney Farmstead; portion of Climate Smart budget for outreach; Lenewee and Monroe techs could come;
 - 1. Logistics:
 - a. Budget: USDA has offered money, but it's a reimbursement; could have a registration cost; Estimate of \$2,000/event; \$300 for farm hosts; \$900 Ayer's fee for hours; \$800?; 106 page book from Savanna Institute (\$25-30)
 - b. Hosts: WCCD organize and promote; Whitney Farmstead host
 - c. Date: Late October

NEXT MEETING:

Monthly Board Meeting: Thursday, September 19th at 7:00pm.

OATH OF OFFICE

ADJOURNMENT: 8:20 pm.

THESE MINUTES STAND TO BE APPROVED.

MINUTES APPROVED

APPROVAL SIGNATURE: _


9/19/2024