



Washtenaw County
Conservation District

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BOARD MEETING MINUTES

The regular meeting was called to order by Vice-Chair Nolan at 7:02 p.m. on Thursday, March 21st, 2024.

DIRECTORS PRESENT

Shannon Brines
Hannah Weber
Maegen Gabriel
Tom Shanahan
Matt Nolan

DIRECTORS ABSENT

OTHERS PRESENT

Deborah Shad, Co-Interim Executive Director and Finance Administrator (Virtual from Hamblin County, Morristown, TN)
Jill Dohner, Co-Interim Executive Director and MiFarmLink Specialist
Molly Eassa, Executive Assistant (Virtual from Washtenaw County, Ypsilanti Twp, MI)
Sue Rodgers, Farm Bureau

MEETING MINUTES

Weber motions to approve previous meeting minutes, Gabriel seconds. Motion carried.

COMMITTEE REPORTS

HR Committee

- ED hiring, Evaluation Matrix, mid-summer discussion for retirement MRS reports.

Finance Committee

- Next meeting on Friday, May 17th, 2024.

Discussed need to elect a CEDUM representative.

FINANCIAL REPORTS

Total Assets	889,160.80
Total Liabilities & Equity	889,160.80
Total Monthly Income	266,048.36
Total Monthly Expense	103,016.01
Total Other Income	1,862.67
Total Monthly Net Income	164,682.12

APPROVAL OF BILLS

Nolan motions to approve bills, Gabriel seconds. Motion carries.

- Discussion regarding Tractor Tire Drive costs.

FARMLAND AGREEMENTS & CONSERVATION PLANS

Farmland Agreements: None.

Conservation Plans:

- Gabriel moves to approve conservation plans from the board packet, Nolan seconds. 5 yays, no nays. Motion carries.

STAFF & PARTNER REPORTS

WCCD Co-Interim Executive Director, Jill Dohner & Deborah Shad

- Transition and staff relations are going well.

WCCD MiFarmLink Specialist, Jill Dohner

WCCD Resource Coordinator, Doug Reith

WCCD Community Forester, Summer Roberts

WCCD MAEAP Technician, Nick Machinski

WCCD Outreach Coordinator, Dru Mark-Wilson

WCCD MCSFP Specialist, Megan Phillips Goldenberg

OLD BUSINESS

Approval of FY23 compilation.

New formatting of staff reports:

- Bolded and bullet point, standardized reports.
- Refer to Farmer Programs report for format reference.
- What's going well, poorly, goals, and takeaways.
- No more than one page.

NEW BUSINESS

0. Feedback on Staff Reports-Shannon
 - a. Staff need to know that Board do not know what they are doing.
 - b. Reports should be a paragraph of things. Keep it to one page.
 1. Goal is paragraph.
 - c. No timesheet, no oversight from Board, need to be programmatic.
1. Millage Transparency
 - a. Brines & Dohner discussed their experience at the County Commissioners meeting regarding upcoming millage.
 - b. Transparency page posted online now

- c. Once a year summary for County Commissioners regarding millage funding allocations
 - d. Discussed that if millage is renewed this year there will be no break in funding
 - e. Discussed recording millage hours that are being contributed to salary and events through WCCD.
2. ED Hiring Interviews-2 Board members to interview
- a. 1st Interview: Virtual, recorded.
 - b. 2nd Interview: TBD.
 - c. Discussed resume overview
 - d. Interim ED's to help schedule interviews
 - e. Confirmed to ask the same questions of all interviewees and rate on same scale.

NEXT MEETING:

Monthly Board Meeting: Thursday, April 18th, 2024 at 7:00pm.

OATH OF OFFICE

ADJOURNMENT:

10:06pm.

THESE MINUTES STAND TO BE APPROVED.

MINUTES APPROVED

APPROVAL SIGNATURE

A handwritten signature in black ink, appearing to be 'S. J. B.', written over the 'APPROVAL SIGNATURE' text.

