



Officers & Directors:

Mike Landini, President, Mike Yalow, Vice President, Kandi Manhart, Secretary, Bruce Roundy, Treasurer
Donnan Arbuckle, Jim Giachino, Gilbert Goedhart, Lorri Pride

Associate-Directors:

Anjanette Shadley Martin, Candis Woods, Chet Vogt, Danielle Spring Groteguth, Greg Massa, Jill Egly, Jerry Ehorn, Josh Enos,
Kathy Landini, Karalissa Cutler, Karissa Leonard, Laura Powell, Peter Carley, Susan Steuben

Staff:

Kandi Manhart, District Manager; Claudia Street, Conservation Planner

Meeting Minutes

Date: Monday, July 19, 2010
Time: 9:00 a.m. to Noon
Location: Willows USDA Service Center
132 North Enright Avenue, Suite C
Willows, CA 95988

DIRECTORS PRESENT: Mike Landini, President, Mike Yalow, Vice President, Bruce Roundy, Treasurer, Donnan Arbuckle, Jim Giachino, Gilbert Goedhart, and Lorri Pride.

DIRECTORS ABSENT: None.

ASSOCIATE DIRECTORS PRESENT: Jill Egly and Kathy Landini.

ASSOCIATE DIRECTORS ABSENT: Anjanette Shadley Martin, Chet Vogt, Danielle Spring Groteguth, Greg Massa, Jerry Ehorn, Josh Enos, Karalissa Cutler, Karissa Leonard, Laura Powell, and Susan Steuben.

OTHERS PRESENT: Mary Fahey, Colusa County Resource Conservation District; William Spears, Willows Police; Zack Mendes, Northern California Regional Land Trust; Rob Vlach, NRCS District Conservationist; and Kandi Manhart and Claudia Street, RCD Staff.

I. CALL TO ORDER & INTRODUCTIONS

The meeting was called to order by President Landini at 8:00 a.m. Introductions were waived.

II. PUBLIC COMMENT (limit 5 minutes):

None

III. MINUTES

A. Approve meeting minutes for June 21, 2010

Landini entertained a motion. *Yalow moved to approve the meeting minutes for June 21, 2010 as presented. Roundy seconded. Approved unanimously.*

IV. DISTRICT REPORTS

A. Directors and Associate Directors

Directors reported on meeting attendance and various matters.

B. District Manager

Manhart reported off her written report and reported on meeting attendance and various matters.

C. Conservation Planner

Street reported off her written report and reported on meeting attendance and various matters.

V. BOARD OF DIRECTORS

A. Election of FY 2010/2011 Officers

President, Vice President, Secretary, Treasurer

President Landini encouraged nominations for the election. *Yalow moved to nominate Mike Landini for FY 2010/2011 President. Roundy seconded. Approved unanimously. Arbuckle moved to nominate Mike Yalow for FY 2010/2011 Vice President; Bruce Roundy for FY 2010/2011 Treasurer; and Kandi Manhart for FY 2010/2011 Secretary (same as existing positions). Pride seconded. Approved unanimously.*

VI. FINANCES

A. Finance Committee Report

1. Review financial reports

Roundy provided the report. Discussion ensued

B. Approve financial reports and cash disbursements journal

Roundy provided report. Discussion ensued. *Yalow moved to approve the financial reports and cash disbursements journal as presented. Roundy seconded.* Manhart requested the revised cash disbursements journal be approved; the additional checks include Claudia Street in the amount of \$64.26 for Farmers Market supplies and Kandi Manhart in the amount of \$138.53 for Open House supplies. *Yalow requested to amend his motion to approve the financial reports as presented and cash disbursements journal with noted additions. Roundy seconded. Approved unanimously.*

VII. STAFF POSITIONS

A. District Manager

1. Discussion and authorization to approve revisions to District Manager Job Description

Pride provided Personnel Committee Report and draft District Manager Job Description. Discussion ensued. President Landini requested the committee and the Finance Committee review the staff payment schedule. *Arbuckle moved to approve revisions to the District Manager Job Description as presented. Pride seconded. Approved unanimously.*

B. New staff position

- 1. Discussion and authorization to approve Projects Manager Job Description**
Pride provided draft Projects Manager Job Description. Discussion ensued. *Pride moved to approve the Projects Manager Job Description with one change, be able to lift 50 pounds to 40 pounds. Yalow seconded. Approved unanimously.*
- 2. Discussion and authorization to approve Projects Manager Salary Schedule**
Pride provided draft Projects Manager Salary Schedule. Discussion ensued. *Yalow moved to approve the Projects Manager Salary Schedule. Pride seconded. Approved unanimously.*
- 3. Discussion and authorization to reassign Conservation Planner to Projects Manager**
Pride provided report. Discussion ensued. *Pride moved to reassign Conservation Planner to Projects Manager effective August 1, 2010. Roundy seconded. Approved unanimously.*

C. Watershed Coordinator

- 1. Discussion and authorization to approve revisions to Watershed Coordinator Job Description**
Pride provided draft Watershed Coordinator Job Description. Discussion ensued. *Arbuckle moved to approve the revisions to the Watershed Coordinator Job Description with one change, be able to lift 50 pounds to 40 pounds. Pride seconded. Approved unanimously.*
- 2. Update on filling the position**
Manhart provided update. Discussion ensued.

VIII. PROJECT UPDATES

- A. CA DOC Stony Creek Watershed Coordinator – Active**
Street provided a project update. Discussion ensued.
- B. US FWS Riparian Restoration on Smith/Baker Ranch – Active**
Street provided a project update. Discussion ensued.
- C. CFSC Western Glenn County Community Wildfire Protection Plan – Active**
Street provided a project update. Discussion ensued
- D. CARCD Xerces Society Pollinator Conservation on CA Farms – Active**
Street provided a project update. Discussion ensued.
- E. USDA FMPP Growing Glenn – A County Farmers' Market – Active**
Street provided a project update. Discussion ensued.
- F. USDA NRCS Cooperative Agreement – Active**
Manhart provided a project update. Discussion ensued.

IX. LONG RANGE PLANS

- A. Update Long Range Plan**
President Landini led the discussion. Discussion ensued. There was direction to host a facilitated workshop with partners in January or February 2011, similar to the one that occurred in 2006, to update the Long Range Plan. The workshop will be half a day, include partners input with a questionnaire released in November 2010. It was also directed to develop a partners list for the RCD Meeting in August.

X. PARTNER REPORTS (limit 5 minutes, unless previously scheduled)

Spears – (Willows Police) He reported on the Department.

Mendes – (Northern California Regional Land Trust) He reported on their 20th anniversary celebration.

Fahey – (Colusa County Resource Conservation District) She reported on programs and projects.

Vlach – (Natural Resources Conservation Service) He reported on programs, current projects and staffing updates.

XI. DISCUSSION ON UPCOMING EVENTS

A. Growing Glenn – A County Farmers' Market:

National Dance Day – July 31

Discussion previously occurred.

B. CARCD Annual Conference – November 18-20

Discussion occurred. Manhart was directed to register for four people to attend.

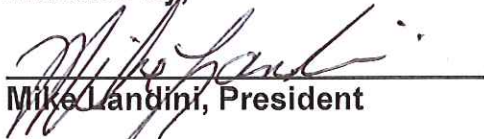
The Finance Committee will discuss further and bring back a recommendation.

XII. ADJOURNMENT

President Landini moved to adjourn the meeting at 11:24 a.m.

Approved on August 16, 2010 by the Glenn County Resource Conservation District Board.

Attested by,


Mike Landini, President


Kandi Manhart, Secretary

Items Attached:

Cash Disbursements Journal

Glenn County Resource Conservation District

7/19/2010 8:24 AM

Register: UMPQUA Checking
 From 06/22/2010 through 07/19/2010
 Sorted by: Date, Type, Number/Ref

Revised 7/19

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/28/2010	3056	AT&T	Operations:Telephone, ...	530 934-8036 ...	69.58			124,444.90
06/28/2010	3057	Bond Tax & Financia...	Contract Services:Outs...	Invoice 14546	85.00	X		124,359.90
06/29/2010			-split-	Deposit		X	629.81	124,989.71
06/29/2010			Government Grants:Fe...	Deposit		X	1,614.00	126,603.71
06/30/2010	1200	Kandi E. Manhart	Payroll Expenses:Payroll		3,153.59			123,450.12
06/30/2010	1210	Claudia L. Street	Payroll Expenses:Payroll		2,734.27			120,715.85
07/09/2010			Undeposited Funds	Deposit			1,000.00	121,715.85
07/14/2010	EFT	EDD	Payroll Expenses:EDD...		437.82			121,278.03
07/14/2010	EFTPS	IRS	Payroll Expenses:IRS t...		2,281.66			118,996.37
07/16/2010			Undeposited Funds	Deposit			200.00	119,196.37
07/19/2010	3058	Tri-County Newspap...	Accounts Payable	Tri-County Ne...	355.50			118,840.87
07/19/2010	3059	Kandi Manhart	Accounts Payable	Misc Reim.	748.38			118,092.49
07/19/2010	3060	Kandi Manhart - PE...	Petty Cash		63.42			118,029.07
07/19/2010	3061	Claudia Street	Farmers Market:Supplies	Reim. for Brav...	64.26			117,964.81
07/19/2010	3062	Kandi Manhart	-split-	Open House Su...	138.53			117,826.28

NEW

[07/19/2010 3061 Claudia Street Farmers Market:Supplies Reim. for Brav... 64.26 117,964.81]
 [07/19/2010 3062 Kandi Manhart -split- Open House Su... 138.53 117,826.28]

Checks 3056 - 3062 \$1,524.67