



# G L E N N C O U N T Y

## R E S O U R C E C O N S E R V A T I O N D I S T R I C T

### **Glenn County RCD Finance-Budget Committee** A Standing Committee of Glenn County RCD

Thursday, March 7, 2024

1:00 p.m. – 2:30 p.m.

Glenn County Resource Conservation District  
USDA Willows Service Center  
132 N. Enright Avenue, Suite C  
Willows, CA 95988

#### **Agenda**

1. Call to Order
2. Welcome & Introductions
3. **PUBLIC COMMENT (limit 5 minutes):** *Any person wishing to address the committee on items not on the agenda may do so at this time. The committee will not make decisions or determinations on items brought up during Public Comment.*
4. Standing Committee Appointed December 18, 2023 by Glenn County RCD
  - Number of seats on committee – Estimated Four
    - GCRCD President – Gilbert Goedhart
    - GCRCD Treasurer – Brian Lohse
    - GCRCD Director – Jocelyn Anderson
    - GCRCD Associate Director – Kathy Landini
5. ACTION \* Discussion and possible action to fill seats on the committee
6. ACTION \* Discussion and possible action to fill officer positions: Chair, Vice Chair, Secretary
7. Draft Financial Reports – Presented by Ritta Martin
  - Umpqua Bank Statements & Reconciliations
    - a. January 2024
    - b. February 2024
  - California CLASS Statements & Reconciliations
    - a. January 2024
    - b. February 2024

- Balance Sheet, Receivables, Payables
  - RCD Cash Disbursements Journal (1/30/2024 – 3/7/2024)
  - *Action / acceptance items at next RCD Meeting – March 18, 2024*
8. 2023/2024 FY Budget – 3/1/2024 Update
    - Review updated budget by Project / Fund Source
    - *Action at next RCD Meeting – March 18, 2024*
  9. Professional Service Agreements - Updates
    - T&R Restore – 5GG21239 162/306 Maintenance (spraying)
    - Alta Services Agreement – 5GA22216 Needham – Archaeological Survey
    - Payroll Services Agreement
    - Others
  10. New Policy – online and/or telephone bill pay
    - Discussion Only – Possible new policy to allow paying of routine / reoccurring bills via online or telephone
  11. Hiring / Staffing Update
    - Discussion Only – review projects and possible staffing needs / structure
  12. Equipment Purchases & Other
    - Discussion Only – review purchased and possible needs
  13. Furniture Purchases & Office Reconfiguration
    - Discussion Only – review purchased and possible needs
  14. Review, Next Steps, and Schedule Next Meeting
  15. Adjournment

Please note times are approximate.

**CORRESPONDENCE:** Mail is distributed for review.

**DATE OF NEXT MEETING:** **TBD**, at Glenn County RCD, 132 N Enright Avenue, Suite C, Willows, CA 95988.

**NOTIFICATION & AGENDA TOPIC REQUESTS:** If you would like to be notified of future meetings and events or request a specific agenda topic, please call Kandi Manhart, Executive Officer at (530) 934-4601 x5 or email [kandi@glenncountyrcd.org](mailto:kandi@glenncountyrcd.org).

Visit [www.glenncountyrcd.org](http://www.glenncountyrcd.org) for approved Minutes and Agendas.

In compliance with the Americans with Disabilities Act, if you need special assistance or accommodations to participate in this meeting, please contact Kandi Manhart-Belding, Executive Officer at (530) 934-4601 x5. Notification at least 48 hours prior to the meeting will enable the RCD to make reasonable arrangements to ensure accessibility to this meeting. This is to include agendas in alternative formats. (28 CFR 35.101-35.164 ADA Title II.)