



GLENN COUNTY RESOURCE CONSERVATION DISTRICT

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

MEETING MINUTES

Tuesday, August 12, 2025
9:30 a.m. – 11:00 a.m.

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

COMMITTEE MEMBERS PRESENT:

Jocelyn Anderson, Glenn County RCD Treasurer, Committee Vice Chair
Gilbert Goedhart, Glenn County RCD President, Committee Member
Brian Lohse, Glenn County RCD Director, Committee Member

COMMITTEE MEMBERS ABSENT:

Kathy Landini, Glenn County RCD Associate Director, Committee Chair

GCRCD STAFF PRESENT:

Kandi Manhart-Belding, Executive Officer, Glenn County RCD
Ritta Martin, Finance Officer, Glenn County RCD

1. Call to Order

Treasurer Jocelyn Anderson called the meeting to order at 9:38 a.m.

2. Welcome & Introductions

Treasurer Jocelyn Anderson welcomed attendees and introductions ensued.

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.*

None.

4. ACTION * Discussion and possible action to approve meeting minutes from June 10, 2025

Motion by Brian Lohse, second by Jocelyn Anderson, to approve meeting minutes from June 10, 2025 as presented. Motion passed.

5. **Draft Financial Reports – Presented by Ritta Martin**
 - **Umpqua Bank Statements & Reconciliations**
 - a. **July 2025**
 - **California CLASS Statement & Reconciliation**
 - a. **July 2025**
 - **Balance Sheet, Receivables, Payables**
 - **RCD Cash Disbursements Journal (7/22/2025 – 8/12/2025)**
 - **Discussion only – items to be presented at next RCD Meeting**

Ritta Martin presented reports. Discussion ensued.

Consensus was made by Committee to transfer \$75,000 from UMPQUA Checking to California CLASS Savings.

Consensus was made by Committee to recommend action / acceptance of items within agenda item #5 as presented at next Glenn County RCD Regular Meeting.

6. **FY 2024/2025 Actual vs. Budget and Audit Update – Presented by Ritta Martin**
7. **ACTION * Discussion and possible action to accept FY July 1, 2024 to June 30, 2025 Revised Budget**
 - **To be presented to full board for ratification at August 2025 RCD meeting**

Ritta Martin presented update. Discussion ensued.

Motion by Gilbert Goedhart, second by Jocelyn Anderson, to accept FY July 1, 2024 to June 30, 2025 Revised Budget as presented. Motion passed.

8. **ACTION * Discussion and possible action to accept FY July 1, 2025 to June 30, 2026 Budget – Draft #2/Final**
 - **To be presented to full board for ratification at August 2025 RCD meeting**

Ritta Martin presented Draft #2/Final Budget. Discussion ensued.

Motion by Jocelyn Anderson, second by Brian Lohse, to accept FY July 1, 2025 to June 30, 2026 Budget – Draft #2/Final as amended with the following change:

- 1) *Increase expense account 60320 – Cash Awards from \$50 to \$550; to include High School Speak-Off Contest awards and funds for RCD awards/plaques/recognition*

Motion passed.

9. **Bank Fraud Protection Update**

Kandi Manhart-Belding presented research input. Discussion ensued.

Consensus was made by Committee to recommend staff make determination if positive pay would be best for operations; the Committee could go either way and understands the time commitment of staff to implement the process.

10. **Project Updates**

Kandi Manhart-Belding and Ritta Martin provided updates. Discussion ensued.

11. Potential / Future Project Updates

Kandi Manhart-Belding and Ritta Martin provided updates. Discussion ensued.

12. Review, Next Steps, and Schedule Next Meeting

Meeting will be scheduled as needed.

13. Adjournment

Treasurer Jocelyn Anderson adjourned the meeting at 11:17 a.m.

Approved on November 13, 2025, by the Glenn County RCD Finance-Budget Committee.

Attested by,



Jocelyn Anderson, Treasurer



Kandi Manhart-Belding, Executive Officer
Glenn County Resource Conservation District

Items Attached: NONE