

TAHOE RESOURCE CONSERVATION DISTRICT

Board of Directors Meeting Minutes

Tuesday, March 10, 2009

Attendees:

District Directors:

**Robert Anderson, President
David C. Antonucci, Vice President
Joyce Blackstone, Treasurer
Barbara Childs, Director
Heather Segale, Director**

District Staff/NRCS

**Dave Roberts, District Manager
Nichole Loftis, Financial Manager
Holly Nattress, Admin. Ser. Coordinator
Eben Swain, BCP Manager
Nicole Cartwright, Interim ISP Manager
Jason Jackson, NRCS**

Guest:

Weldon Wulstein, CPA

I. CALL TO ORDER

President Anderson called the meeting to order at 9:13 a.m. The meeting was held at the Plaza 89 Conference Room, 870 Emerald Bay Rd., So. Lake Tahoe, CA.

II. DIRECTORS' ROLL CALL

Present for Roll Call: President Anderson, Vice President Antonucci, and Director Segale. Treasurer Blackstone was absent due to illness and Director Childs had an emergency that would not allow her to attend.

III. COMMUNICATIONS FROM AUDIENCE – Nothing under this item.

IV. CHANGES OR ADDITIONS TO THE AGENDA – Nothing under this item.

V. APPROVAL OF THE AGENDA

Motion by Director Segale, seconded by Vice President Antonucci, for approval of the agenda, as submitted, passed unanimously.

VI. AUDIT REPORT

Weldon Wulstein passed out copies of the audit to the Board. He also had a bound copy with the management letter for the TRCD office files. He basically told the Board that the audit for 2007 – 2008 was a “clean” audit. President Anderson asked that the Board be given time to review the audit and table this item for the April’s meeting for approval.

VII. CLOSED SESSION

The meeting moved from an open to a closed session at 9:26 a.m. A brief discussion with the attending directors and the auditor took place. Because there was not action taken, a report was not mandatory.

VIII. RECONVENE TO OPEN SESSION

The meeting reconvened at 9:37 a.m.

IX. FINANCIALS

1. Financial Manager’s Activity Report Jan/Feb 2009 – Received and filed.
2. Invoice Transmittals

Motion by Director Segale, seconded by Vice President Antonucci, for approval of the invoice transmittals, as submitted, passed unanimously.

3. Financial Statements

Motion by Vice President Antonucci, seconded by Director Segale, for approval of the financial statement, as submitted, passed unanimously.

President Anderson requested that a review of the annual budget be revisited/amended as needed on a quarterly basis.

X. NRCS

Interim District Conservationist, Jason Jackson handed-out his monthly activity report. He also mentioned that the posting for the Tahoe District Conservationist is closed and that he was told by Curtis Tarver that they received a much better round of applicants this time. There is a panel in place for interviews and hopefully a candidate will be chosen within the next two weeks. How soon someone can get settled in the Tahoe region is totally dependent on where the person will be coming from and necessary notice to the former employer is given.

XI. CONSENT AGENDA

Motion by Vice President Antonucci, seconded by Director Segale, for approval of the consent agenda, passed unanimously.

XII. CONSENT FORWARD – Nothing under this item.

XIII. OLD BUSINESS – Nothing under this item.

IVX. NEW BUSINESS

1. Presentation on New Website – Courtney Walker

Courtney prepared a presentation and a hand-out for the Board regarding the new website design. She pointed out the pros and cons of both and without a doubt; the new design is more user friendly and can be updated continuously in-house. She asked that the Board make suggestions at any time. President Anderson suggested that a public announcement be made regarding the new website and office expansion.

2. Personnel Policy Changes

Dave Roberts reported that with the Board approved Watercraft Inspector positions; there is a need to better articulate classifications and eligibility for benefits. He presented the proposed modifications to the Board indicating that he had not been able to reach Dennis Crabb for his review before this meeting as requested by President Anderson at the Executive Committee meeting. President Anderson inquired as to whether the attending Board members feel it is necessary to have legal counsel review the modifications. Vice President Antonucci said he is perfectly comfortable with the changes without legal review. Director Segale agreed. Motion by Vice President Antonucci, seconded by Director Segale, for approval of the Personnel Policy modifications, passed unanimously.

3. TRCD 2007- 2008 Annual Report

Staff stated that the annual report is in a different format this year. It follows more of a technical format than the “news letter” format of previous years. They said that this year’s report follows a calendar year. At that, President Anderson said it should only be called the 2008 TRCD Annual Report. The change will be made before any mailing which go to other partnering agencies and accompanies any grant applications. A quarterly news letter will be sent to public contacts. Motion by Vice President Antonucci, seconded by Director Segale, for approval of the TRCD 2008 Annual Report, as amended, passed unanimously.

4. Date Selection for Strategic Planning

Dave Roberts said that he would like to make the planning session no longer than four hours. It was suggested that we aim to have a short Board meeting in May and have the Strategic Planning Session follow that meeting with a working lunch time. Holly Nattress will follow up with Treasurer Blackstone and Director Childs to confirm the plans with them. No action was taken on this item.

XV. REPORTS

1. Budget Committee – Items already discussed.
2. Executive Committee – Items already discussed.
3. Personnel Committee – See Minutes
4. Comments from Staff

Eben Swain reported that the BCP staff is gearing up for the upcoming field season. He also shared the date of April 17th for the BMP Contractors Workshop.

Nicole Cartwright said that the two AmeriCorps members are on board. Dan Deegan returned for a second year and Kelly Hickman is here for her first year.

Dave Roberts updated the status of the office expansion. He said the renovations should be complete around mid-month, so we should be moved and set up by April 1st.

5. Comments from Directors

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Director Segale mentioned to Dave Roberts that Patrick Wright, CTC, would like to meet with him to review all Conservancy contracts. She also mentioned that she ran into Jason Drew who used to be the District Manager for the NTCD and he voiced interest in becoming a Board member for our district if a vacancy comes up.

XVI. ADJOURNMENT

Motion by Director Segale, seconded by Vice President Antonucci, to adjourn at 10:55, passed unanimously.

Robert Anderson, President

Holly Nattress, Administrative Services
Coordinator

* Denotes items requiring follow-up

**Denotes items out of order