



Board Meeting

**Date: Monday, December 11, 2023, 5:00pm
USDA Service Center, Yorkville, IL**

Present:	Absent:
Butch Konicek, Chairman via phone (Acting as Director) Kerri Horton, Vice Chairman (Acting as Chair) Scott Kaufmann, Treasurer via Zoom Deanna Bazan, Director Alyse Olson, Resource Conservationist Julie Brown, Administrative Coordinator Megan Andrews, Soil Conservationist Sandy Whaley, EC Substitute Nancy Cinatl, The Conservation Foundation	Rita Feltes, Secretary Ariel Beauchamp, Education Coordinator Seth Wormley, Kendall County Board Liaison

5:05 pm: **Call to Order**
 Meeting was called to order by Kerri Horton, Vice Chairman.
 Horton called for additions to the agenda. Olson called for the addition of “**FY22 PFC Funds Transfer for Approval**” to the agenda. The following action was taken: **Motion to approve the agenda with the addition by: Deanna Bazan; 2nd by Butch Konicek - Motion Carried.**

5:06 pm: **Minutes for Approval**
 1. Horton called for approval of the November board meeting minutes. The following action was taken: **Motion to approve the November board meeting minutes by: Deanna Bazan; 2nd by Butch Konicek – Motion Carried.**

5:07 pm: **Financial Reports**
 Brown highlighted the payment of PFC funds & a legal publication expense. She also highlighted the deposit of the July administrative assistance invoice, the Young Leaders Golf Outing donation, The Farm Bureau Foundation AITC contribution, the 2023-2024 IAITC grant and an IDOA training grant. The following action was taken: **Motion to approve the November Treasurer’s Report by: Deanna Bazan; 2nd by Butch Konicek – Motion Carried.**

5:12 pm: **Reports**
Committees Personnel/Finance, Policy, Education, Strategic Planning: No committee report at this time.

- NRCS:** Written report provided by Katundra Shears & included in packet. Highlights provided by Megan Andrews include:
- Jen Hammer is back from her detail and Megan Andrews is back in the Yorkville field office as per usual.
 - A New Soil Conservationist position is currently being advertised for hire in the Yorkville office.
 - The Farm Bill has been extended through September 30th 2024.

- The Federal Government is currently under a continuing resolution through January 19th 2024.

SWCD:

- EC- Sandy Whaley: Report provided as written with highlights on the following:
 - Soybean plastic lesson reached 60 classrooms & 1,322 students in November.
 - Soybean plastic lesson reached 23 classrooms & 559 students in December.
 - Sandy's focus will be scheduling presentations and material preparations.
- RC- Alyse Olson: Report provided as written with highlights on the following:
 - PFC Funds transfer
 - Drainage district materials retrieved
 - 3 New solar farms in AIMA
 - Fox River Dam removal updates
- AC- Julie Brown: Report provided as written with highlights on the following:
 - Election preparations
 - Newsletter sponsor letters/payments
 - Receival/submittal of FY24 Grant agreement
 - Payroll Law seminar
 - Ordering spring plugs

Kendall County Board: No report at this time.

IDOA: No report at this time.

AISWCD: Verbal updates given by Julie Brown. Highlights include:

- Executive Director Grant Hammer's last day in office will be November 30th. The month of December he will be using accumulated leave. Dr. Michael Woods will be his successor and will begin with the association after the new year. See email in board packet.

LUC 3: The next Meeting is scheduled for December 14th via Zoom at 3:30.

ISWCDEA / Insurance Committee: November invoices received and paid. A new ISWCDEA website has been created with many resources for employees. See board packet for more information.

5:52 pm:

Old Business:

- 1. Timesheets Review & Approval:** Staff November timesheets were presented for review and approval. The following action was taken: **Motion to approve November Timesheets by: Deanna Bazan 2nd by Scott Kaufmann; – Motion Carried.**
- 2. American Farmland Trust: Farms Under Threat Webinar:** Bazan expressed concerns of the district needing to be viewed as a non-bias party in the event. Olson will contact Grundy County to see if they would be interested in partnering.
- 3. Tree Planting Initiative:** Olson shared she has been in contact with Tina at 4H & Chris with the Oswego Park district. Once a location has been secured, she will move forward with the planning.
- 4. U.S. Army Corps of Engineers Request for Interagency Coordination Agreement for Soil Erosion & Sediment Control Services:** Olson has requested workload clarification and will attend an upcoming meeting to received more clarification on expectations.

6:03 pm:

New Business

- 1. Natural Resources Information Report Review & Approval:** NRI Report 2310 was presented for review and approval. The following action was taken: **Motion to approve NRI 2310- by: Deanna Bazan; 2nd by Butch Konicek – Motion Carried.**

2. **FY24 Kendall County Grant Request:** The board was presented the county funds request letter for signature. It will be submitted to the County Board.
3. **FY24 Budget Review:** Brown provided the board with a profit & Loss budget performance report for the FY24 fiscal year at its midpoint. Brown informed the board that line items are in line with the current budget. A few things she highlighted were the expected state grant payment before the end of the calendar year, the Kendall County board grant expected within the next month, an influx in NRI income, a new line item to record the salary of the current EC substitute and the need to budget for director travel expenses in the FY25 budget.
4. **Annual Meeting/Winter Training Updates:** Brown & Olson shared their experiences at Winter Training. Discussions Ensued.
5. **Employee Bonuses:** Brown reminded the board that 4% salary bonuses were budget for staff this fiscal year. The board agreed that at the moment, too many board members were absent from the meeting to discuss the bonuses. The topic has been tabled for this month and an executive session will be on the January agenda for the board members to discuss the bonuses at that time.
6. **FY22 PFC Funds Transfer Approval: (Addition to the agenda)** Olson requested that additional funds be transferred to Stephenson County. Discussion ensued.

6:26 pm:

Correspondence:

- AISWCD: Updates: Email included in board packet.
- IDOA: Updates:
- NACD: eResources: Weekly Updates
- NRCS: Updates
- Updates: FREP, Chicago Wilderness, The Conservation Foundation

6:27 pm:

Adjournment: Motion to adjourn by Butch Konicek, 2nd by Scott Kaufmann – Motion Carried.

Our next regular board meeting is scheduled for January 8th, 2024, 5:00pm at the Yorkville USDA Service Center.

Minutes Submitted by: Julie Brown