



Board Meeting

Date: Monday, January 8, 2024, 5:00pm

USDA Service Center, Yorkville, IL

Present:	Absent:
Kerri Horton, Vice Chairman Scott Kaufmann, Treasurer Rita Feltes, Secretary Deanna Bazan, Director Alyse Olson, Resource Conservationist Julie Brown, Administrative Coordinator Megan Andrews, Soil Conservationist Ariel Beauchamp, Education Coordinator via Zoom	Butch Konicek, Chairman Seth Wormley, Kendall County Board Liaison

5:15 pm:

Call to Order

Meeting was called to order by Kerri Horton, Vice Chairman.

Horton called for additions to the agenda. The following action was taken: **Motion to approve the agenda by: Scott Kaufmann; 2nd by Rita Feltes - Motion Carried.**

5:16 pm:

Minutes for Approval

- Horton called for approval of the December board meeting minutes. The following action was taken: **Motion to approve the December board meeting minutes by: Deanna Bazan; 2nd by Scott Kaufmann – Motion Carried.**

5:17 pm:

Financial Reports

Brown highlighted the payment of 3 county transfers, commercial insurance package, NRI over payment and the SCARCE display purchase. She also highlighted the deposit of two contribution agreement invoices. The following action was taken: **Motion to approve the December Treasurer’s Report by: Deanna Bazan; 2nd by Scott Kaufmann – Motion Carried.**

5:18 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:

- Upcoming program deadlines:
 - EQIP applications 1.12.24
 - CSP applications 2.2.24
- IRA Funds batching deadline was 1.5.24.

SWCD:

- EC- Ariel Beauchamp: Report provided as written with highlights on the following:
 - Soybean surveys sent by Sandy with lots of positive feedback.
 - Getting back up to speed with Sandy post maternity leave.
 - 559 Students reached in December
 - New JJC student initiative to offer credit hours for volunteer hours
- RC- Alyse Olson: Report provided as written with highlights on the following:
 - FY22 PFC Funds have been zeroed out

- SSRP project in bid stage
- Applying for IDOA training funds to attend “Prepare Construction Sites for Winter” webinar.
- Attended “Restoration of Streams in the Midwest” webinar
- New AIMA Solar Farm

- AC- Julie Brown: Report provided as written with highlights on the following:
 - Cut/record transfer checks
 - Fraudulent credit card rectifying
 - Ag in the classroom material prep & support
 - IDOA: Winter Training & NLRS reporting
 - Spring Newsletter drafting
 - Spring Sales preparations

Kendall County Board: No report at this time.

IDOA: No report at this time.

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

- USDA Signs new agreement with Agriculture Future of America.

LUC 3: December 14th meeting was attended by Directors and Staff. Deanna Bazan provided verbal highlights. The next meeting is scheduled for March 7th via Zoom at 3:30.

ISWCDEA / Insurance Committee: December invoices have been received and paid.

5:56 pm:

Old Business:

1. **Timesheets Review & Approval:** Staff December timesheets were presented for review and approval. The following action was taken: **Motion to approve December Timesheets by: Scott Kaufmann 2nd by Deanna Bazan; – Motion Carried.**
2. **American Farmland Trust: Farms Under Threat Webinar:** Project cancelled.
3. **Tree Planting Initiative:** Olson shared she has been in contact with Tina at 4H & Chris with the Oswego Park district. Only 38 districts may participate and 47 applied. Selection of districts to participate will be announced in the next few weeks.
4. **U.S. Army Corps of Engineers Request for Interagency Coordination Agreement for Soil Erosion & Sediment Control Services:** The informational meeting was cancelled and has not been rescheduled at this time. Item tabled.
5. **FY22 PFC Funds Transfer Approval:** FY22 PFC Funds Transfer were presented for review and approval. The following action was taken: **Motion to approve FY22 PFC Funds Transfer by: Deanna Bazan 2nd by Scott Kaufmann; – Motion Carried**
6. **Employee Bonuses:** Directors took a roll call vote to go into an executive session. The following action was taken: **Motion to go into an Executive session by: Deanna Bazan, Scott Kaufmann, Keri Horton & Rita Feltes; – Motion Carried**

6:01- 6:13 pm: **Executive Session**

6:14 pm: **Return to Open Meeting:** The following action was taken: **Motion to approve Employee Bonuses- by: Scott Kaufmann; 2nd by Rita Feltes – Motion Carried.**

6:15 pm:

New Business

1. **Natural Resources Information Report Review & Approval:** NRI Report 2401 was presented for review and approval. The following action was taken: **Motion to approve NRI 2401- by: Deanna Bazan; 2nd by Scott Kaufmann – Motion Carried.**
2. **Zelle Electronic Payment:** Brown informed the board that FNBO will be offering Zelle free of charge to existing business accounts. Discussions Ensued.

3. **AC Position & PTO Payout Approval:** Brown has decided to resign her position as administrative coordinator. The board would like to move forward with finding a replacement as soon as possible. Brown will post the add in multiple locations. Brown has a bank of 54 PTO hours unused. The following action was taken: **Motion to Approve Payout of Unused 54 PTO Hours by: Scott Kaufmann; 2nd by Rita Feltes – Motion Carried.**
4. **Schedule Spring Employee Reviews:** Employee reviews have been scheduled for 2.12.24 at 4pm preceding the February board meeting.

6:35 pm:

Correspondence: See board packet.

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

6:40 pm:

Adjournment: Motion to adjourn by Rita Feltes, 2nd by Scott Kaufmann – Motion Carried.

Our next regular board meeting is scheduled for February 12th, 2024, 5:00pm at the Yorkville USDA Service Center.

Minutes Submitted by: Julie Brown