



Board Meeting

**Date: Monday, February 12, 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 Ariel Beauchamp, Education Coordinator Megan Andrews, Soil Conservationist Nancy Cinatl, The Conservation Foundation Matt Kellogg, Kendall County Board (joined at 5:45)	Butch Konicek, Chairman 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. The following action was taken:
Motion to approve the agenda by: Scott Kaufmann; 2nd by Deanna Bazan- Motion Carried.

5:06 pm: **Minutes for Approval**

- Horton called for approval of the January board meeting minutes.
The following action was taken:
Motion to approve the January board meeting minutes by: Deanna Bazan; 2nd by Rita Feltes– Motion Carried.
- Horton called for approval of the 1.9.24 Education Committee meeting minutes.
The following action was taken:
Motion to approve the 1.9.24 Education Committee meeting minutes by: Deanna Bazan; 2nd Scott Kaufmann – Motion Carried.
- Horton called for approval of the 1.8.24 Executive Session meeting minutes.
The following action was taken:
Motion to open the 1.8.24 Executive Session meeting minutes for a period of 6 months by: Deanna Bazan; 2nd by Scott Kaufmann – Motion Carried.

5:10 pm: **Financial Reports**
Olson highlighted payment of employee bonuses and SEP deposits in January.
The following action was taken:
Motion to approve the January Treasurer’s Report by: Rita Feltes; 2nd by Scott Kaufmann – Motion Carried.

5:12 pm: **Reports**

- Committees Personnel/Finance, Policy, Education, Strategic Planning:**
Beauchamp provided highlights from the 1.9.24 Education Committee meeting. They include: Reaching out to schools for Natural Resource Tour resulting in 2.5 of the 3 days filled with classes. AITC programs are currently projecting to see 2,000 students in January-March.
- NRCS:** Written report provided by Katundra Shears & included in packet. Highlights provided by Megan Andrews include:

- Katundra Shears has taken a new role as the Assistant State Conservationist for Area 1. Erica Luft (District Conservationist (DC) for Marshall-Putnam & Bureau Counties) will be acting as the DC for the Grundy, Kendall & LaSalle district group until someone is hired for the role.
- Upcoming program deadlines:
 - EQIP ranking 3.1.24
 - CSP ranking 4.12.24
- Andrews shared about the ranking process
- Andrews shared that sign-up for Continuous CRP is currently open through March 15th for the first batch of funding. She noted the differences between Continuous CRP and General CRP.
- Andrews noted the uptick in calls & foot traffic in the office with the warmer weather

3. SWCD:

- EC- Ariel Beauchamp: Report provided as written with highlights on the following:
 - Had KEC meeting to discuss and get initial presenter signups for NRT
 - Meeting to start planning Summer Ag Institute with surrounding counties
 - Finalize and send SARE grant report
 - Orientation with new intern Delaney O’Sullivan
- RC- Alyse Olson: Report provided as written with highlights on the following:
 - FY23 PFC sign-up is currently open through March 29th
 - 2024 Spring Newsletter should be completed this week. Olson thanked the Directors for contributing bios.
 - Olson had a meeting with CMAP to discuss the registration process & district’s role in reporting high-capacity water wells to the state
 - Olson completed a FOIA request. Kauffman asked for clarification on what was requested & provided. Olson shared that all solar NRI reports from January 2021 to present had been requested as well as NRI applications if a report had not been prepared. We did not have NRI applications where a report was not prepared, so Olson provided all solar NRI reports from that timeframe.
 - Olson noted an update to the County’s Land Resource Management Plan updating the parcel our building is on from Transportation Corridor to Mixed Use Business
 - Olson shared that the pond seminar would be on March 6th at 6pm at the Kendall-Grundy Farm Bureau office
 - Olson noted that an email from IDOA went out indicating that the FY24 SWCD grant agreements had been executed, and we were awaiting the initial base operations payment of \$69,958.76 to come through the comptroller’s office
- AC- Julie Brown: Report provided as written

4. Kendall County Board: No report at this time.

5. IDOA: Report included in the board packet. Verbal updates given by Alyse Olson. Highlights include:

- 2024 Conservation Cropping Seminar was held on January 31st
- In March we will need to organize the board

6. AISWCD: Verbal updates given by Alyse Olson. Highlights include:

- New staff being added to AISWCD. A letter from Tom Beyers (Board President) and Michael Woods (CEO) on the new staff positions was included in the packet.

- Soil Health Week is March 4-8, 2024. An email and flyer were included in the packet.
 - 2024 NACD Stewardship Week Theme: “May the Forest be With You Always”
 - AISWCD’s 76th Annual Meeting & Summer Training will be held on July 14-16, 2024 in Springfield
7. **LUC 3:** Verbal updates given by Alyse Olson. Highlights include:
- Next meeting will be held on March 7th
 - LUC III Envirothon competition will be held on March 12th in Pontiac, IL
8. **ISWCDEA / Insurance Committee:** Verbal updates given by Alyse Olson. Highlights include:
- January invoices have been received and paid

5:41 pm:

Old Business:

1. **Timesheets Review & Approval:** Staff January timesheets were presented for review and approval. The following action was taken:
Motion to approve January Timesheets by: Scott Kaufmann 2nd by Rita Feltes – Motion Carried.
2. **Tree Planting Initiative:** Olson shared that Kendall County is one of 43 counties who are listed as 2024 participants. The AISWCD is seeking additional grant funding & Olson is working with the Oswegoland Park District to provide information requested for the grant.
3. **U.S. Army Corps of Engineers Request for Interagency Coordination Agreement for Soil Erosion & Sediment Control Services:** A meeting was held in January between the Corps and the districts with current Interagency Coordination Agreements (ICA) to discuss updating the ICA document. Kaufmann asked whether the Corps got back to us regarding the workload requirements this type of agreement would bring. Olson has not heard back from the Corps yet.
4. **Zelle Electronic Payment:** Item tabled for now
5. **AC Position: Contract Review & Approval:** Bazan provided an update on where the hiring committee was at with the interview process. Our top candidate declined our offer. Discussion ensued.

5:53 pm:

New Business

1. **Natural Resources Information Report Review & Approval:** NRI Report 2402 was presented for review and approval. The following action was taken: **Motion to approve NRI Report 2402 by: Deanna Bazan; 2nd by Scott Kaufmann – Motion Carried.**
2. **Schedule Employee Spring Reviews:** The February 12th employee reviews had to be cancelled. Reviews were re-scheduled for March 11, 2024 at 4pm
3. **Schedule Finance Committee Meeting:** Scheduled for April 8, 2024 at 4pm
4. **Update Check Signers:** Olson asked if Beauchamp should become a check signer while we are in the process of hiring a new Administrative Coordinator. Discussion ensued. It was decided that we would wait to assign a new check signer. Kaufmann indicated that he can be available during the week if a check needs to be signed.
5. **Director Vacancy:** Bazan explained that because we have a vacancy, the board could appoint a new director. Discussion ensued. Staff will do marketing to bring on new Associate Directors. Kellogg shared that the County could help with marketing on their social media platforms.

6:07 pm:

Correspondence: See board packet.

- AISWCD: Illinois Envirothon

- IDOA: Agricultural Impacts Review for Ridge Road widening project, Agricultural Impact Mitigation Agreements (AIMAs) for TPE IL KE109, LLC & Solar Provider Group, LLC solar projects
- NACD: None
- NRCS: None
- Updates: FREP, Chicago Wilderness, The Conservation Foundation: None

6:12 pm: **Adjournment: Motion to adjourn by Scott Kaufmann, 2nd by Matt Kellogg – Motion Carried.**

Our next regular board meeting is scheduled for March 11th, 2024, 5:00pm at the Yorkville USDA Service Center.

Minutes Submitted by: Alyse Olson & Ariel Beauchamp