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7775A Route 47, Yorkville, Illinois 60560 ● (630)553-5821 extension 3

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**Board Meeting**

**Monday, April 14th, 2025, 5:00pm**

**USDA Service Center, Yorkville, IL**

|  |  |
| --- | --- |
| **Present:** | **Absent:** |
| **Kerri Horton, Chairwoman**  **Rita Feltes, Vice Chairwoman**  **Deanna Bazan, Secretary**  **Scott Kaufmann, Treasurer**  **Nancy Cinatl, Associate Director**  **Alyse Olson, Resource Conservationist**  **Ariel** **Beauchamp, Education Coordinator**  **Nicole Schneider, Administrative Coordinator**  **Megan Andrews, Soil Conservationist**  **Emma Nelson, Plano Skies Solar Project Representative** | **Seth Wormley, Kendall County Board Liaison**  **Zach Bachmann, Kendall County Board Liaison**  **Erez Brandvain, District Conservationist**  **Shelly Ray, IDOA Regional Representative** |

5:12 pm: **Call to Order**

Meeting was called to order by Kerri Horton, Chairwoman.

Horton called for additions to the agenda. The following action was taken:

**Motion to approve the agenda by:** **Deanna Bazan; 2nd by Scott Kaufmann- Motion Carried.**

5:13 pm: **Minutes for Approval**

1. Horton called for the approval of the March 2025 Board Meeting Minutes.

The following action was taken:

**Motion to approve the March 2025 Board Meeting Minutes by: Rita Feltes; 2nd by Scott Kaufmann; – Motion Carried.**

5:15 pm: **Financial Reports**

Schneider highlighted the deposit of the FY25 Grant from Kendall County. She also highlighted the payment of the SEP contribution for qualified employees, QB payroll subscription, CWA membership, and education materials for lessons.

The following action was taken: **Motion to approve the March Treasurer’s Report by:** **Scott Kaufmann; 2nd by Rita Feltes – Motion Carried.**

5:30 pm: **Reports**

1. **Committees:** 
   * **Finance:** there will be a meeting this Thursday, April 17th at 4PM.
   * **Personnel/Policy, Education, Strategic Planning:** No report at this time.
2. **NRCS:** Highlights provided by Megan Andrews.
3. **SWCD:**

* **AC- Nicole Schneider:** Report provided in Board Packet with highlights on the following:
  + - Submit Election materials to IDOA.
    - Spring sales – Fish & Tree
    - Sam.gov registration
    - Budget prep
    - Oak Tree Planting Initiative
* **EC- Ariel Beauchamp:** Report provided as written with a few highlights on the following:
  + - Reached 97 students in the month of March
    - Ag Career Contest applications due 3/28
    - KEC meeting ¾
    - Envirothon 3/11
    - Coordination for Natural Resources Tour, Summer Ag Institute, Farm Safety Day, and Career Field Trip Series.
* **RC- Alyse Olson:** Report provided in board packet as written with highlights on the following:
  + - Ranked 3 PFC Projects.
    - FY24 PFC general sign-up closed March 29th.
    - Attended Illinois Urban Manual Steering Committee Meeting 4/2
    - Attended and coordinated IT meetings with new IT company.

1. **Kendall County Board:** No report at this time.
2. **IDOA:** Report included in the packet.
3. **AISWCD:** Highlights include:
   * Summer conference is scheduled for July 20 – 22nd, 2025.
4. **LUC 3:** The next quarterly meeting is June 5th, 2025.
5. **ISWCDEA / Insurance Committee:** April health insurance, life insurance and disability invoices have been received and paid for RC, EC & AC.

5:45 pm: **Old Business:**

1. **March Timesheets Review & Approval:** StaffMarch timesheets were presented for review and approval. The following action was taken:

**Motion to approve March timesheets by:** **Deanna Bazan; 2nd by Scott Kaufmann – Motion Carried.**

1. **Director Vacancy:** Directors would like this to stay on the agenda to continue to discuss how to invite more individuals to become associate directors.
2. **2025 Tree Planting Initiative:** The Kendall County SWCD held a successful tree planting on Saturday April 12th, 2025 with University of Illinois Extension - Kendall County and the Oswegoland Park District. All 25 oak trees were successfully planted in Saw Wee Kee Park by Kendall County volunteers.

6:15 pm: **New Business**

1. **Natural Resources Information Reports Review & Approval:** The Natural Resources Information Reports 2502, 2503, 2504 & 2505 were presented to the board of directors for review & approval: The following action was taken: **Motion to approve Natural Resources Information Reports 2502, 2503, 2504 & 2505 by: Scott Kaufmann; 2nd by Rita Feltes; - Motion Carried.**
2. **FY24 PFC Ranking Form Review & Approval:** The FY24 PFC Ranking Form was presented for review & approval: The following action was taken: **Motion to approve FY24 PFC Practice Component List by: Scott Kaufmann, 2nd by Deanna Bazan; - Motion Carried.**
3. **Local Work Group Discussion:** Olson presented the local work group opportunity provided from AISWCD. Discussion ensued regarding the opportunity. Olson confirmed interest in the opportunity and begin the process.
4. **Draft FY26 Budget:** Schneider presented the board of directors with the draft budget for FY26. A finance committee meeting is being held this upcoming Thursday, therefore discussion will resume then.
5. **Spring Sales:** Schneider presented the staff and the board of directors with the Spring Sales dates for the tree and fish sale due dates for orders and the pickup date. Both sale forms are included in the board packet.

6:37 pm: **Correspondence: See board packet.**

* AISWCD: E-newsletter
* IDOA: None
* NACD: None
* NRCS:
* Updates: FREP e-newsletter, Chicago Wilderness e-newsletter, The Conservation Foundation e-newsletter

6:40 pm: **Adjournment: Motion to adjourn by Nancy Cinatl, 2nd by Ariel Beauchamp – Motion Carried.**

**Our next regular board meeting is scheduled for June 9th, 2025, 5:00pm at the Yorkville USDA Service Center.**

Minutes Submitted by: Nicole Schneider