Clinton Conservation District

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**MINUTES**

**Board of directors meeting**

Tuesday, August 16th, 2022, 8:30 am

Clinton Conservation District Board Room

2342 North US-27 St. Johns, MI 48879

**Directors Present: Staff Present:**

Gary Boersen Kurt Wolf

Jim Graham, Vice-chair Cheyanne Bartholomew

Elaine Brown, Treasurer Katie Hafner

Andrea Polverento, Chair Emily Malkin

John Schulz

**Others Present:**

Kyle Thornton, Clinton County Parks & Greenspace

**THE MEETING WAS CALLED TO ORDER** by A. Polverento at 8:31 AM.

 **APPROVAL OF AGENDA** – *J. Graham made a motion to approve the agenda as amended. J. Schulz supported the motion. Motion carried.*

**Approval of Minutes –** RegularMeeting Minutes, July 2022 – *E. Brown made a motion to approve the regular meeting minutes of July 19, 2022 as amended. J. Graham supported the motion. Motion carried.*

**Financial Reports**

1. Balance Sheet, Profit and Loss Statement for July, and YTD, July Transactions; Check Detail and Credit Card Detail (paid) – **ACTION ITEM**
2. Approval of Expense Checks, June payables – **ACTION ITEM** – *G. Boersen made a motion to approve Financial Reports 1. and 2. as presented. E. Brown supported the motion. Motion carried.*

**Other AGENCY -** MDARD Partner Report for July; Parks & Greenspace report was given by Kyle Thornton.

**Staff Reports –** NRCS and staff provided written and verbal reports.

**MACD UPDATE –** E. Brown provided a report on American Farmland Trust mapping tool and how it can help the District in identifying woodland acres in an agricultural community.

**New BusinesS**

1. FY2022 Budget Draft – Draft was discussed and needs to be updated with employee evaluations. Public notice must be set in local paper by August 31.
2. Fall Tree Sale – Trees will be packed on September 29 and handed out on September 30. G. Boersen volunteered to do deliveries on September 30.
3. Development of Priority Resource Concerns – Send out invitations for public meeting after September board meeting. Public announcement in local paper by August 31.
4. Urban Forestry Grant – Contact Granger Park to see if they would like to participate in grant. Use Motz park if Granger is not interested in having trees planted.
5. MACD Dues – Budget for platinum membership. Board will take action during September board meeting.

**OLD BUSINESS**

1. Strategic Plan – no action taken.
2. Operations Grant Funds – Funding for new office supplies was discussed.
3. Watershed Coordinator Position – Position description will be determined post meeting with EGLE on Stony Creek Grant contracting.

**Correspondence**

1. PA116 - Kurt Wolf – PA116 was accepted and reviewed by the board.

**Next Meeting** – Tuesday, September 20, 2022, 8:30am, Clinton Conservation District

**Adjournment**– *Motion for adjournment was made by J. Graham and supported by G. Boersen.* Meeting adjourned at 10:36 AM.

Respectfully Submitted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Kurt Wolf, Executive Director

Approved Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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