BOARD OF DIRECTORS-REGULAR BUSINESS MEETING MINUTES

Date: Wednesday, December 18, 2019  
Time: 5:05 pm – 6:28 pm  
Location: Yolo County RCD, 221 West Court St. Ste.1, Woodland, CA  
Directors Present: Mark Cady (President), Michael Leacox (Vice President), Mike Turkovich (Secretary), and Miranda Driver.  
Directors Absent: Anya Perron-Burdick  
Others Present: Heather Nichols, Phil Hogan and Jeanette Wrysinski

1. Call Meeting to Order and Introductions (Cady): The meeting was called to order at 5:05 pm.
2. **Approval of Agenda and Minutes: ACTION: Approve the agenda as presented; MOTION: Turkovich, SECOND: Leacox. AYES: Unanimous (Cady, Leacox, Turkovich, Driver). Approve the minutes as presented; MOTION: Turkovich, SECOND: Leacox. AYES: Unanimous (Cady, Leacox, Turkovich, Driver).
3. ****Public Comment: None
5. Regular Reports:
   a. NRCS District Conservationist's Report (Hogan): Trainings attended: CPA52 (Conservation Program Assessment) for documentation of environmental affects of NRCS practices; new Conservation Desktop software; CRP (Conservation Reserve Program) – sign-ups started Dec. 9. Attended Leopold Conservation Award presentation to the Rominger Brothers Farms in Monterey. Made a presentation at the Farm Bureau’s annual Ag Round Table; Speaker was Bill Lyons.
   b. Executive Director's Report (Nichols): Encroachment permit for project on the Yolo Bypass Wildlife Area (YBWA) was finally approved so work has started at long last. Several partners are engaged, including Yolo Basin Foundation and Center for Land-Based Learning (CLBL). Work will continue as long as staff can access the project area. We started our first project at the new CLBL headquarters. Some staff participated, with Solano RCD, in the City of Winters annual tractor parade and the tractor received an impromptu “Judges Award.” Nichols and Wrysinski worked with County OES to submit a CALFIRE grant. We are renewing another 3-year contract with CDFW for management of 5-year leases on the YBWA. Nichols and Heraty are working on a Regional Carbon Hub effort. Director photos and bios are needed for the new website; Directors are encouraged to attend one of the upcoming community planting days on January 7, 10, 14 and 22. We received notice of a draft EIR for levee breaching near Lookout Slough, adjacent to Yolo County.
      i. Financial Report (Nichols): Graphs showing financial trends were provided in the meeting packet, as requested. A draft of the Annual Audit arrived yesterday. There was discussion about the graphs, budgets, projections, workload and staffing level.
      ii. Accounting Transition Report (Nichols): Board members and staff met with an accounting firm about transiting to Quickbooks for the 2020-2021 fiscal year should be straightforward but discussion about meeting all levels of financial need (invoicing, project management, executive oversight and Board reporting) seemed unsatisfactory. Board recommends meeting with at least two additional firms.
   c. Director Recruitment: Nichols has spoken with a farmer who expressed interest in serving. There was brief discussion about additional potential Directors. All current Directors should be actively recruiting for Directors and Associate Directors.

The Mission of the Yolo County Resource Conservation District is to Protect, Improve, and Sustain the Natural Resources of Yolo County.
d. **Board Member Reports and Comments:** None.

6. **New Business:**
   a. **Annual Report format review:** Nichols reviewed the existing format and with brief comments all concurred that they liked it and there was no need for change.
   b. **Approve 1.6% COLA increase for all staff effective January 1, 2020.** Nichols reviewed the current policy and recommended approval. **ACTION:** Approve a 1.6% COLA for all RCD staff, effective January 1, 2020; **MOTION:** Leacox; **SECOND:** Driver; **AYES:** Unanimous (Cady, Leacox, Turkovich, Driver).

7. **Confirm Next Meeting Date and Location:** Wednesday, January 15, 2020 at the Yolo County RCD Office.

8. **Regular Meeting Adjourned at 6:28 PM to RCD Holiday Party at the Blue Note Brewery.**

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*Minutes Respectfully Submitted by:* Mike Turkovich, Board Secretary, and Heather Nichols, Executive Director. Approved on- January 15, 2020 by the Yolo County Resource Conservation District Board.

By

[Signature]

Board Secretary, Mike Turkovich