



Yolo County Resource Conservation District

221 West Court Street, Suite 1
Woodland, CA 95695

phone: (530) 661-1688
www.yolorcd.org

BOARD OF DIRECTORS-REGULAR BUSINESS MEETING MINUTES

Date: Wednesday, January 15, 2020

Time: 5:05 pm – 6:55 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, Eric Wilson (prospective associate director), and Amy Williams

Call Meeting to Order and Introductions (Cady): The meeting was called to order at 5:05 pm.

1. ****Approval of Agenda and Minutes:** ACTION: Approve the agenda as presented; MOTION: Driver, SECOND: Turkovich. AYES: Unanimous (Cady, Turkovich, Driver). Approve the minutes as presented; MOTION: Driver, SECOND: Turkovich. AYES: Unanimous (Cady, Turkovich, Driver).
2. ******Public Comment:** None
3. **Special Report:** Michael O'Connor, CPA, IRA. Independent Audit Report for Fiscal Year 2018-2019. Explanation of audit reports. Report is described as an unmodified opinion, with everything in compliance. Reviewed several pages of the report including Government Funds Balance Sheet, Statement of Net Position, Statement of Activities & Revenues. Answered clarifying questions about structure of report and actual cash balance. Audit is now being finalized.
4. ****Approval and Payment of Claims:** ACTION: Approve the claims for December. MOTION: Driver, SECOND: Turkovich. AYES: Unanimous (Cady, Leacox, Turkovich, Driver).
5. **Regular Reports:**
 - a. NRCS District Conservationist's Report (Hogan): Working on conservation security programs and learning new software for NRCS, completing mandatory trainings.
 - b. Executive Director's Report (Nichols): Three work anniversaries (Sue McCloud 18, Sheila Pratt 14, Tanya Meyer 8); Alex Tremblay is leaving and new Project Manager posting is live. Upcoming events include SLEWS, herbicide training with Solano RCD, Nichols speaking about Corridors project at Yolo Basin Foundation, Board of Supervisors meeting, which has a resolution for wildfire prevention planning on consent agenda (requirement for grant). Finalizing regional proposal for Sac Valley carbon farm planning Regional Coordinator position, part of a capacity building effort.
 - i. Financial Report (Nichols): Final up to Nov. 30. Cash balance at \$422,293. 10% withholding at \$13,341.
 - ii. Accounting Transition Report (Nichols): With Williams, Project Manager. Explanation of rationale behind transition to Quickbooks (QB). Plan to have QB purchased by end of next month and populated by end of May to prepare for going live in July. Leacox expressed support for continuing to look for a solution with the least user error.
 - c. Director Recruitment: Discussion of eligibility for Associate Director. Two years or be sponsored by a landowner in the District.

d. Board Member Reports and Comments: Driver and possibly Leacox will not be at February Board meeting.

6. New Business:

a. **Approve Annual Report for Fiscal Year 2018-2019: Review of Annual Report by Nichols with feedback from Board. Minor changes discussed. ACTION: Approve Annual Report with changes to staff section, font, and graphical changes for Fiscal Year 2018-2019; MOTION: Driver, SECOND: Turkovich. AYES: Unanimous (Cady, Leacox, Turkovich, Driver)

7. Confirm Next Meeting Date and Location: Wednesday, February 19, 2020 at the Yolo County RCD Office.

8. Regular Meeting Adjourned at 6:55 PM.

Minutes Respectfully Submitted by: Mike Turkovich, Board Secretary, and Heather Nichols, Executive Director. Approved on February 19, 2020 by the Yolo County Resource Conservation District Board.



By

Board Secretary, Mike Turkovich