



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, February 14, 2024

Time: 4:00 pm - approx. 6:30pm

Location (Hybrid): Yolo County RCD Office, 221 West Court Street, Suite 1, Woodland, CA

Directors Present: Eric Willson (Director), Mark Cady (President), Mike Turkovich (Vice President), Jake Campos (Associate Director), Anya Perron-Burdick (Secretary)

Directors Absent:

Others Present: Heather Nichols, Michele Talbott, Tanya Meyer, Kate Reza, Amanda Farnsworth, Matt Toney, Marcy Cathcart, Greg Pelaez, Bailey Adams, Conor Higgins, Amy Williams, Brandon Baker, Ken Ramirez, Shayla Ramos, Nick Gallagher

1. Call Meeting to Order and Introductions – Mark Cady, President:

2. Approve Agenda and Business Meeting Minutes: (Gov. Code 54954.2(B))

ACTION: Approve the February agenda as presented. MOTION: Mr. Turkovich; SECOND: Mr. Willson; AYES: Unanimous (Cady, Turkovich, Willson). ACTION: Approve the minutes of the January meeting as presented.

3. ****Public Comment: This is time reserved for the public to address the RCD Board on matters not on the agenda (Gov. Code 54954.3(a)). There was no public comment.

4. Special Discussion: Strategic Planning #2 RCD Guiding Principles (4-5pm)

5. ** Ratify/Approve Expenditures (List of Checks) and Wire Transfer of Funds: All Board members present reviewed the check expenditures. ACTION: Ratify/approve expenditures as presented; MOTION: Mr. Turkovich; SECOND: Mr. Willson; AYES: Unanimous (Cady, Turkovich, Willson, Perron-Burdick).

6. Regular Reports:

- a. RCD Executive Director's Report: Heather Nichols, Executive Director. Ms. Nichols reported that the office renovation project is well underway and going smoothly. Our landlord, Redwater Management is covering half of the construction costs and waving rent until we are able to move in late March or early April. She also announced that Nancy Musick has been hired as a temporary office assistant to help keep things running while we decide how to backfill the Office Manager position. Nancy has worked with Michele in a number of capacities and came out of retirement to handle day-to-day needs. She will be starting on Tuesday, February 13th and will be working half-time.
- b. Financial Report: Michele Talbott, Controller. The auditor will revise the State Controller's Financial Transactions Report for FYE 22-23, to agree with the revised Audited Financial Statements. We have been training due to change in staff. December 2023 invoicing is complete, except for the 8 projects that are not being billed at this time. The County has not closed the books for January 2024, and they are still working to correct the entries we



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discussed in December 2023. Michele now has access to INFOR and is learning the system. Sue is continuing to train Michele in all areas of accounting and finance. In the board packet we have included the Financial Statements for December 31, 2023.

c. Board member reports and comments: No comments or reports.

7. New Business:

- a. Approve revised Audit for Fiscal Year 2022-2023: ACTION: Approve the revised Audit for Fiscal Year 2022-2023 agenda as presented. MOTION: Mr. Turkovich; SECOND: Anya Perron-Burdick; AYES: Unanimous (Cady, Turkovich, Willson, Perron-Burick).
- b. Approve Annual Report for Fiscal Year 2022-2023: ACTION: Approve the Annual Report for Fiscal Year 2022-2023 as presented. MOTION: Perron-Burdick; SECOND: Mr. Willson; Unanimous (Cady, Turkovich, Willson, Perron-Burick).

8. **Adjourn Meeting and Confirm Next Meeting Date and Location:** Wednesday, March 20, 2024 at 4:00 pm.

Minutes Respectfully Submitted by: Anya Perron-Burdick, Board Secretary, and Heather Nichols, Executive Director. Approved on March 20, 2024 by the Yolo County Resource Conservation District Board.

By:


Secretary, Anya Perron-Burdick