

**WHITE COUNTY SOIL AND WATER
CONSERVATION DISTRICT**

MONTHLY BOARD MEETING MINUTES

June 13, 2023

The regular monthly board meeting of the White County Soil and Water Conservation District was called to order at 7:20 a.m., June 13, 2023, by Chairman Bryan Tomm in the conference room of the USDA building.

DIRECTORS PRESENT: *Brandon Barbre, Bryan Tomm, and Laura Whitsitt.*

DIRECTORS ABSENT: *Mark Colbert and Kent Williams.*

DISTRICT PERSONNEL: *Jewel Brooks, Administrative Coordinator, and Heidi Uselton, Resource Conservationist.*

NRCS PERSONNEL: *None Present.*

MINUTES:

Motion was made by Laura Whitsitt, seconded by Brandon Barbre, to approve May 9, 2023, board meeting Minutes as printed. Motion carried.

TREASURER'S REPORT:

Motion was made by Brandon Barbre, seconded by Laura Whitsitt, to approve the Treasurer's Report for May. Motion carried.

SWCD STAFF REPORTS:

ADMINISTRATIVE COORDINATOR'S REPORT: Jewel Brooks, Administrative Coordinator, presented a report as attached and a spreadsheet indicating Visa card purchases. In addition, signature changes needed to the bank accounts were discussed. Brandon Barbre made a motion, seconded by Laura Whitsitt, to approve the reports and First Bank account changes adding Heidi Uselton as an alternate second signature on checks, replacing Tenley Wessel; motion carried.

RESOURCE CONSERVATIONIST'S REPORT: Heidi Uselton, Resource Conservationist, presented a report as attached. Laura Whitsitt made a motion to approve the report, seconded by Brandon Barbre; motion carried. Promotion of USDA/SWCD programs was discussed; Chairman Tomm requested that ideas be presented at the next board meeting.

NRCS REPORT: None.

EMPLOYEE TIME SHEETS / TRAVEL REPORTS:

Motion was made by Laura Whitsitt, seconded by Brandon Barbre, to approve employee timesheets and a travel/expense report for Jewel Brooks. Motion carried.

CORRESPONDENCE:

- AISWCD – FY 2024 legislation and budget update.
- AISWCD – E-News was reviewed.
- Copies of IDOA-BLWR May-June report were distributed.
- Information on the NACD 2023 Outreach/Technical Assistance Grant RFA was reviewed. Discussion followed that the SWCD may be interested in temporary use of an Independent Contractor with certified planner status for additional TA assistance.

OLD BUSINESS:

- NRCS Administrative invoice for May work was reviewed.
- Payment to Rita Becker Forler for Lower Wabash WREP assistance is pending receipt of a monthly activity report; approved upon receipt per Independent Contractor and TNC Agreements. April monthly activity report was reviewed; motion made by Brandon Barbre, seconded by Laura Whitsitt to approve payments and request monthly report submission by the 5th of the following month for review and payment approval. Motion carried.

NEW BUSINESS:

- IDOA FY 2024 Draft Budget was discussed. Motion to approve was made by Brandon Barbre, seconded by Laura Whitsitt; motion carried.
- NRCS Contribution Agreement Sub-Recipient Audit report was reviewed. Motion was made by Brandon Barbre, seconded by Laura Whitsitt, to approve; motion carried.
- AISWCD Summer Conference information and FY 2023 Dues Invoice were provided. After discussion of the increase from 3 to 5%, motion was made by Laura Whitsitt, seconded by Brandon Barbre, to approve payment as requested to AISWCD and adjust the FY 2024 Draft Budget accordingly; motion carried.

NEXT BOARD MEETING:

The next board meeting will be held on July 11, 2023, at 7:15 a.m., in the conference room of the USDA Service Center building.

ADJOURNMENT:

Without further business, motion was made by Brandon Barbre, seconded by Laura Whitsitt, to adjourn. Motion carried; meeting adjourned at 8:10 a.m.

Minutes prepared by Jewel L. Brooks:

Jewel L. Brooks, Administrative Coordinator

Jewel L. Brooks
Signature

Approved by:

Brandon Barbre, Secretary-Treasurer

Brandon Barbre
Signature