Upper Salinas – Las Tablas Resource Conservation District

Board of Directors Meeting

May 28, 2020

Teleconference/Zoom Meeting

1. Call to Order. Chair Susan Cochrane called the meeting to order at 4:00 pm and determined a quorum was present. Directors present: Susan Cochrane, Mary Bianchi, Margy Lindquist, George Kendall, Chuck Pritchard, Randy Heinzen, Mike Broadhurst. Staff present: Devin Best (RCD), Hilary Phillips (NRCS). Member of the public: Melissa Egger (Mesa Vineyard). Each attendee made a brief introduction. Note that since this was a telephone/zoom meeting, it was not possible to see all meeting attendees or to know when different attendees joined or left the meeting. Votes were verbally confirmed to ensure adherence to the quorum.
2. Additions/Changes to the Agenda. Approval of the February Treasurer’s Report was added to the Consent Agenda.
3. Public Comment. None.
4. RCD Reports
	1. Board Updates. None.
	2. Executive Director’s Report. Devin Best reviewed the Executive Director’s report distributed prior to the meeting. Federal and State permit approvals for the Gerhardt project are delayed likely due to Covid-related staffing complications. The US-LT RCD did not receive approval/funding for any of the 8 Healthy Soils grants recently applied for. Andy Johnson is attempting to determine the reasons for this. The Santa Rosa Creek streamflow enhancement project is progressing into the partial design phase.
	3. Budget presentation. Devin Best presented the proposed FY 20/21 budget as worked out by staff and the ad hoc budget committee. The summary sheet (distributed prior to the meeting) includes tabulations of income sources and expenses. Income sources are divided between signed contracts and potential – but not signed/confirmed – projects. Signed contracts total an estimated $972,436 of revenue, and potential projects could provide an additional $134.923 of revenue. Expenses are divided between personnel, overhead, professional fees, and travel. Total estimated expenses for all of these categories are an estimated $930,262. In addition a Reserve Balance of $132,415 is included. Net income for FY 20/21 is estimated to be $42,173. Individual project revenues and specific line item expenses were explained and discussed. Office expense of $44,490 includes possible new – but not yet committed – office accommodations. $400,000 Professional Fees expense is largely “flow through” funds reported in the monthly treasurer’s report. Travel expenses have increased due to Covid considerations. The perennial tardiness of WCB and CDFA payments was discussed and is considered a cash flow issue. There was discussion about the Reserve Balance. The reserve is a combination of the Money Market Account, Accounts Receivable and the Checking Account. It is intended to cover three months of expenses. It was decided to discuss the Reserve policy further at the June meeting.
5. Consent Agenda. Susan Cochrane asked for changes/additions to the March board meeting minutes. There were none. Susan Cochrane asked for discussion of the February and March Treasurer’s reports. Mary Bianchi explained there were minor changes in the February report due to the use of the Quick Books versus Checking Account balances in preparation of the February report. C. Pritchard moved approval of the Consent Agenda. Margy Lindquist seconded. Approved unanimously. (Directors voting yes: Susan Cochrane, Margy Lindquist, Mary Bianchi, Chuck Pritchard, George Kendall, Randy Heinzen).
6. Other Agency Reports.
	1. NRCS. Hilary Phillips summarized how the office is functioning under Covid restrictions. FSA staff is in the office on a rotational basis. RCD is working 100$% via telework. NRCS is 100% functional in the office. NRCS was awarded $10 MM for the Conservation Steward Program. Deadline for applications is June 12. EQIP funding is lower than anticipated. Significant applications (perhaps 400) are expected for Covid-related emergency funding. RCD and Farm Bureau have assisted in communicating important news with the agricultural community. A new Range Conservationist – Matt Prendergast – has been hired.
	2. ALAB. Mary Bianchi summarized the May ALAB meeting. There was discussion of the PRGW Basin interactive map and web site. Discussion of Covid issues included free local testing for ag workers.
7. Board Action Items. None.
8. Agenda Setting. After discussion it was generally agreed to old the next board meeting via telephone/Zoom. Next meeting will be June 25 at 4:00 pm. Topics include FY 20/21 budget approval and review of Reserve policy.
9. Adjournment. Meeting was adjourned at 5:45 pm.