

Meeting Minutes

Jefferson Conservation District (JCD) Board of Supervisors' Monthly Meeting July 14, 2022, 4:30 pm Meeting Held via Video Conference

Attendance

Board Supervisors: Cathy Begej (President), Gayle Gordon (Vice President), Don Moore (Treasurer), Bill Von Vihl, Karen Berry, Christina Burri

JCD Staff: Garrett Stephens, Mitch Yergert

NRCS: Karen Mandujano

Guests: none

Call to Order

The meeting was called to order by President Cathy Begej at 4:33 pm.

Minutes

A motion was made by Don Moore to approve the June 9, 2022 meeting minutes. Christina Burri seconded the motion and the motion passed unanimously.

Financial Report

The financial report was provided by Don Moore, Treasurer.

For the month of June 2022

Total Income \$ 35,284.02

Total Expenses \$ 342,418.11

As of July 13, 2022

Accounts Receivable \$ 258,515.48

Liabilities to Contractors \$ 123,898.80

Bank Balance as of July 13, 2022 - \$313,184.12

Gayle Gordon made a motion to approve the financial report; the motion was seconded by Bill Von Vihl and passed unanimously.

NRCS Report

Karen Mandujano presented the NRCS report. A Quality Assurance Review is being conducted on several EQIP contracts. All 2022 EQIP contracts have been approved. Sharcy Ray, resource conservationist, will be leaving the Boulder/Longmont NRCS office in August.

Action Items

Bill Von Vihl made a motion to approve Resolutions 2022-36 thru 2022-43 regarding License to Enter Agreements for forestry work. Gayle Gordon seconded the motion and it passed unanimously.

Cathy Begej made a motion to approve Resolutions 2022-44 to approve the USFS permit. The motion was seconded by Gayle Gordon and it passed unanimously.

Cathy Begej made a motion to approve Resolutions 2022-45 thru 2022-47 to approve JCD obtaining a credit card, opening a savings account and updating the signatories on the bank account. Bill Von Vihl seconded the motion and it passed unanimously.

Gayle Gordon made a motion to approve Resolution 2022-48 to approve the Purchasing, Invoice Approval and Payment Processing Policy and to approve Resolution 2022-49 to approve the financial policy on asset management. Don Moore seconded the motion and it passed unanimously.

Cathy Begej made a motion to approve Resolution 2022-50 to approve the CSCB Matching Grant application. Gayle Gordon seconded the motion and it passed unanimously.

Cathy Begej made a motion to approve Resolution 2022-51 to adopt a policy that all License to Enter Agreements can be approved by a JCD officer rather than needing full Board approval.

Cathy Begej made a motion to approve spending an amount not to exceed \$150 for a retirement gift for Carol Ekarius. Christina Burri seconded the motion and it passed unanimously.

New Business/Old Business/Updates

Garrett Stephens provided the Director's Report.

The Board decided to have an annual meeting in the fall, likely in October. Whether it is in-person or virtual will depend on the Covid restrictions at that time.

Gayle Gordon made a motion to adjourn the meeting, it was seconded by Bill Von Vihl and passed unanimously. The meeting was adjourned at 5:38 pm.

Minutes submitted by Mitch Yergert.

Approved by: Don Moore