**BOARD OF DIRECTORS MEETING MINUTES**

**June 20, 2023**

Supervisors Present: Margaret Lenz, Sonya Shaw, Ron Richards (phone) and Chester Zwirn

Supervisors Absent: Jeff Wingfield

Ex official Members: Jake Prather

Staff Present: Shirley Deason and Tanya Fell

President Lenz declared a quorum present and convened the meeting at 6:00 pm at the Wray NRCS Conference Room.

Updates were made by each board member to the mileage calendar.

Supervisor Dustin Wise submitted a letter of resignation from serving as a supervisor due to personal commitments. Acknowledging this, Supervisor Zwirn made a motion to appoint Sonya Shaw of Joes as a new supervisor member. Supervisor Richards seconded the motion and the motion carried unanimously.

Supervisor Richards moved to approve the May 9, 2023, meeting minutes. The motion was seconded Supervisor Zwirn and carried unanimously.

District Manager Fell presented the monthly financials. Supervisor Shaw moved to accept the financial report and pay the June bills. The motion was seconded by Supervisor Zwirn and carried unanimously. The current bills paid:

* + District Manager
  + Tanya Fell Mileage
  + Premier Accounting
  + Wray Market
  + Buffalo Seed
  + Tree Source
  + Big Sioux Nursery
  + Lincoln Oakes Nursery
  + WISH
  + Barlow Ag Sales
  + Yuma Pioneer
  + Wray Gazette
  + Bradie Midcap – Scholarship
  + Doyle Rile, Jim Pagel, Bill Adamson & Randy Deason – Drip Matching Grants

**OLD BUSINESS:**

The election of officers was held. Supervisor Shaw made a motion to appoint Margaret Lenz as President, Ron Richards as Vice President and Jeff Wingfield as Secretary/ Treasurer. The motion was seconded by Supervisor Zwirn and carried unanimously.

The District Conservation Technician applications were reviewed. DM Fell is to contact both applicants to set up interviews for June 27th.

The Haxtun Conservation District has taken over planning for Farming Evolution. The HCD hired Julie Elliott as a consultant to coordinate the event. At this time the YCCD will step aside and allow HCD to manage their program independently of the YCCD. For 2025 if the HCD would like the YCCD assistance a MOU will need to be in place prior to any actions or decisions being taken.

The YCCD did not receive the Ag Innovators scholarship to offer an internship.

The Wray Dam is to have an inspection yearly per James DePue at the city. This has not occurred since the winter of 2021. DM Fell is to find the most recent state inspection reports. DM Fell and Jake Prather are to work with James DePue to determine if we are behind on inspections and get things set.

DM Fell is working on a summer youth outreach program. At the recent CSCB meeting Brian Newfeld discussed the recent programming that Mosca had completed. DM Fell is going to contact to get additional information and details to see if a similar program can be held in the YCCD.

For the 50/50 matching grant through the CSCB the YCCD will focus on drought mitigation. For 2024 a grant will be submitted focusing on installation on pipelines for rangeland grazing water tanks, solar pumps, livestock tanks, backup water supply enclosed storage tanks and the new addition of livestock tank monitoring devices.

The NRCS Civil Rights Partners Check and MOA were signed by present board members but need to be signed by all the YCCD Supervisors.

**NEW BUSINESS:**

It was presented that the YCCD should be a member of the Wray Chamber of Commerce. They offer a job posting site, an event sharing site (for the YCCD tree sale) and more visibility for the YCCD. The dues are $50 per year. Supervisor Zwirn made a motion for the YCCD to join the Wray Chamber. The motion was seconded by Supervisor Shaw and carried unanimously.

The discussion pertaining to splitting the YCCD business between Wray State Bank and First Pioneer Bank was tabled until the August meeting.

The YCCD Bylaws have not been updated since February 14, 1983. Shirley Deason the YCCD Office Assistant will work with the CSCB for an updated conservation district bylaws template and create a red-line revision draft for the BOD to review for the August meeting.

OA Deason will also begin working on standard operating procedures and policies and procedures with assistance and guidance from Kayla and Nikki at the CSCB.

For better control and storage of all the YCCD documents a request was presented to purchase a high-speed scanner to convert all paper documents to electronic files. A document retention policy will be established prior to document adjustments in the filing cabinets. Supervisor Shaw made a motion to purchase a scanner for electronic document retention. The motion was seconded by Supervisor Zwirn and carried unanimously.

It was approved for DM Fell and OA Deason to jointly apply for the Republican River Watershed Association Executive Secretary position. A motion to approve the application was made by Supervisor Richards. The motion was seconded by Supervisor Zwirn and carried unanimously.

The area beekeepers association would like some assistance to help with speaker costs. YCCD would like some additional details about costs to consider funding.

A motion was made by Supervisor Zwirn to dispense with an executive session. The motion was seconded by Supervisor Shaw and carried unanimously.

Jake Prather gave a NRCS report. They are currently offering a Biologist position for Wray with additional positions to be upcoming.

President Lenz adjourned the meeting at 9:28pm.

Interveiws will be set for June 27th beginning at 6:00 pm at the NRCS conference room in Wray.

The next YCCD meeting will be held August 15th at 5:30pm at the NRCS conference room in Wray.

Minutes submitted by: Tanya Fell, District Manager

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Jeff Wingfield, Secretary/Treasurer Date