

SPOKANE CONSERVATION DISTRICT
 210 N. Havana, Spokane, WA 99202
BOARD MEETING MINUTES
 Tuesday, May 13, 2014

PRESENT

Supervisors: Randy James, Jaki Shrauger, Tom Miller, Mary Sullivan

Absent: Jerry Scheele

Associate Supervisors:

SCD Staff: Vicki Carter, Jilla Loan, Erica VanNatta, Ben Peterson,
 Ty Meyer, Dan Ross, Barry Tee, and Pat Munts

Guests: Chad Greif, BIAS; Kay Meyer, Pacific Northwest Direct Seed Association (PNDSA)

Acting Chair Randy James called the meeting to order at 5pm and presented the agenda. Vicki Carter noted that we will table the board position elections due to Jerry Scheele's absence.

Motion Sullivan/Miller to accept the agenda as presented by Acting Chair James with the change by Carter. Motion carried.

PREVIOUS MEETING MINUTES

Minutes from the April 8, 2014 board meeting and minutes from the special board meeting May 5, 2014 had previously been distributed for review.

Motion Shrauger/Miller to accept the April 8, 2014 Meeting Minutes and the Special Meeting Minutes from May 5, 2014. Motion carried.

TREASURER'S REPORT

Auditor Jaki Shrauger, presented the Treasurer's Report for April, 2014.

ACCOUNT	BEG. BALANCE	DEPOSITS	WITHDRAWALS	END BALANCE	OUTSTANDING BALANCE	ADJ. BALANCE
Argonne Mit. Fund	\$65,852.06	0	0	\$65,852.06	0	\$65,852.06
NW Pipeline Savings Acct	\$61,224.32	0	0	\$61,224.32	0	\$61,224.32
PayPal Merchant Acct	\$147.47	\$4,952.16	\$5,099.63	0	0	0
Bank of Fairfield Checking	\$96,716.46	\$449,383.85	\$722,549.65	\$-176,449.34	\$264,319.64	\$87,870.30
Bank of Fairfield MMA	\$334,204.63	\$77.48	\$100,000.00	\$234,282.11	0	\$234,282.11
LGIP	\$2,250,310.0	\$186.99	0	\$2,250,497.07	0	\$2,250,497.07

Auditor Shrauger verified the account totals prior to the meeting. All totals matched except for a \$300 discrepancy in the Bank of Fairfield Checking account. Chad Greif explained challenges during the tree sale, and how this created issues with reconciliation. He will investigate further and balance the receipts to match the bank total. Shrauger reported that she checked the NW Pipeline account and the Argonne Mitigation Fund account from March as well as April; she did not have these statements in time for April's meeting. **April Treasurer's Report: Receipts: 10119-10170, 10172-10198, 10200-10558, 10562-10565, 10569-10572, 10574-10575; Claims: 42111-42188; EFTs: 1064, 1260, 1274, 1323, 1468-1480, 1551, 1567, 1569-1581, 1586, 1622, 1623, 1625; Voids: None. May Accounts Payable: \$93,368.44.**

Motion Sullivan/Miller to approve the April TREASURER'S REPORT as presented and May Accounts Payable as presented. Motion carried.

NEW BUSINESS / LINKAGE TO COMMUNITY

Public Comments and Introductions, PNDSA Update

Acting Chair James introduced Kay Meyer, Director of the Pacific Northwest Direct Seed Association. Meyer explained that their association has membership in Washington, Oregon and Idaho. Members and partners fund the PNDSA including PNW Farmers Cooperative, NW Farm Credit Services, Trimble, Ag Enterprise, Syngenta and others. Meyer described the Spokane Conservation District as a true partner who participates in planning events and in helping to complete grant funded work. The PNDSA has a 20 member board. Open positions are available and terms are three years long and can be extended to a maximum of 12 years.

Outreach and training are among their major initiatives. Advocacy on policy is a priority as well. Relationships with WSU, U of I and OSU help support research needed for direct seeding. "Farmed Smart" is a new sustainable agriculture certification for farmers to have a brand they can use promote their product. PNDSA plans to roll out the "Farmed Smart" certification within the next 6-12 months.

Project Updates

Ty Meyer updated the board on the custom seeding work this season. We will finish spring with just under 4,000 acres. Our QuadTrac will be used to finish the season due to the towing limitations of the CAT tractor.. We are still looking for buyers for our QuadTrac and CrossSlot, but also keeping in mind that we might want to use both sets of equipment during high demand. Mary Sullivan described that in her position she has heard winter kill has been a big issue for farmers as well as the wind we're currently having preventing farmers from getting out to spray.

We have received our first payment in a series of three from the delinquent account. Final payment is expected July 2. All indications look positive that payments will be made to bring the loan current.

Ben Peterson invited the board to a Firewise Communities workshop, May 29-30, at the Valley Quality Inn and distributed the workshop brochure.

GOVERNANCE CULTURE

Board Position Elections

Board position elections will be held in June, provided all board supervisors are present.

Election Questionnaire and Response to WSCC

Carter asked the board if they had any changes to the questionnaire as presented by Jim Armstrong at the previous meeting. There were no changes. The letter will be sent this week back to WSCC.

BOARD/CEO RELATIONSHIP

Director's Discussion

Carter presented the Schedule 22 as prepared by herself and Greif. Carter distributed copies of the 2013 Annual Financial Report that will be submitted to the State Auditors Office and a signature page for the board. The annual report is due May 30. A final will be available at the June meeting for the board.

The Rhizoterra loan was discussed with our legal counsel due to the loan being in Lincoln County. Our MOU's cover all potential equipment loans; Carter distributed copies of the Lincoln County Conservation District MOU to the board. The Rhizoterra loan should close on Thursday. This will be further discussed at the annual planning session.

Annual Plan of Work is under revision for 2015. Draft copies were made available for review. The Board will discuss further in our July planning session.

As per the board's discussion on the Department of Ecology (DOE) "Potential to Pollute Letters" at last month's meeting, a letter was sent to DOE with our desire to remain separate, but available to landowners for voluntary technical assistance. It may not have been received as intended; Carter distributed a letter that was sent to her in response. Sullivan and Carter will more clearly communicate our position and intent with our DOE representative, Chad Atkins.

Tree Sale Data

Tabled until June.

Financial Overview

Grief gave the financial overview and mentioned that we might be experiencing part of a statewide trend of property tax coming in late. Tree sale revenue is now up to \$70,000, \$10,000 greater than anticipated. The budget line for bank and service charges will be revised next year to reflect our new ability to take credit card payments. Most expenditure line items are already at 35-40% of budget which is a little high for this year. Some of this is due to timing and once per year expenditures. Spring SRF program receipts will be exciting to see add up.

OPERATIONAL EXPECTATIONS

Correspondence and Announcements

The WRIA Joint Watershed agreement that was passed at the last meeting has now been received and will be signed tonight. Carter reported on the Washington State Conservation Commission (WSCC) budgeting allocation meeting that she and Miller attended. Carter presented the [WAC](#) that was presented to the group. Upcoming dates:

- WADE Training, June 16-18
- Board Planning Session, July 8

CLOSING OF MEETING

READING OF THE MOTIONS

Motion Sullivan/Miller to accept the agenda as presented by Acting Chair James with the change by Carter. Motion carried.

Motion Shrauger/Miller to accept the April 8, 2014 Meeting Minutes and the Special Meeting Minutes from May 5, 2014. Motion carried.

Motion Sullivan/Miller to approve the April TREASURER'S REPORT as presented and May Accounts Payable as presented. Motion carried.

Meeting adjourned at 6:30 pm.
Respectfully submitted by: Erica VanNatta

Randy James, Vice Chair

Jaki Shrauger, Auditor