

**SPOKANE CONSERVATION DISTRICT**  
 210 N. Havana, Spokane, WA 99202  
**BOARD MEETING MINUTES**  
 Tuesday, May 10, 2016

**PRESENT**

**Supervisors:** Jerry Scheele, Tom Miller, Jaki Shrauger

**Absent:** Randy James, Wendy Knopp

**Associate Supervisors:**

**SCD Staff:** Vicki Carter, Erica Johnson, Pat Munts, Seth Flanders, Eric Choker and Josie Bjordahl.

**Guests:** Chad Greif, BIAS

Vicki Carter shared some tractor photos from our new small acreage custom operation program as people were still getting settled. Chair Scheele called the meeting to order at 5:10pm and led the pledge of allegiance.

**Approval of Agenda**

Chair Scheele presented the agenda for approval.

**Motion Shrauger/Miller to accept the agenda. Motion carried.**

**Previous Meeting Minutes**

Minutes from the April 12, 2016 board meeting had previously been distributed for review.

**Motion Shrauger/Miller to approve the April 12, 2016 Meeting Minutes. Motion carried.**

**TREASURER'S REPORT**

**Auditor Jaki Shrauger, presented the Treasurer's Report for April 2016.**

ACCOUNT	BEG. BALANCE	DEPOSITS	WITHDRAWALS	END BALANCE	OUTSTANDING BALANCE	ADJ. BALANCE
NW Pipeline Savings Acct	66,224.32	0	0	66,224.32	0	66,224.32
PayPal Merchant Acct	278.15	20,306.55	20,220.87	363.83	-50.00	313.83
PayPal Transfer Acct	458.73	10,220.87	8,168.49	2,511.11	0	2,511.11
Checking Inland NW Bank	-23,708.75	468,634.13	414,218.53	30,706.85	32,887.92	63,594.77
MMA Inland NW Bank	135,215.17	158.55	132,000.00	3,373.72	0	3,373.72
<b>LGIP</b>	<b>3,109,764.03</b>	<b>1,090.05</b>	<b>100,000.00</b>	<b>3,010,854.08</b>	<b>0</b>	<b>3,010,854.08</b>

Prior to the meeting, Shrauger reviewed all of the balances with the bank statements and verified all of the bank statements. The Banner Bank account for the NW Pipeline did not have a statement available; we have gone through a process to make the account accessible again (the signature card was out of date) and we will transfer the balance and close the account (it was originally for a mitigation project, but it is completed). She verified the signatures and payees on all of the cancelled check copies. Everything was in good order.

**RECEIPTS:** 12691-12814, 12821-12827, 12829-12856, 12860-12863, 12865-12875, 12887; **CLAIMS:** 43977-43979, 43981-44049; **EFTS CLAIMS:** 1178, 818, 885, 895, 898-91, 953-954, 1027-1031, 1085-1106, 1165; **VOIDS:** Voided Receipts:12870, 12887 - duplicates, Voided Claims: 43993 - wrong vendor, 44007 - duplicate, 43980- n/a, 44018 - printer error, 44046 - wrong vendor. **REFUNDS:** 1221 - tree sale cash refund day-of, 1191 - soil test changed their mind, 1197 - manure spreader deposit returned.

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

## **NEW BUSINESS / LINKAGE TO COMMUNITY**

### **Public Comments/Introductions**

None

### **Vets on the Farm Update**

Carter described the big clean up day that was held at the new Learning Farm on April 23. We have plants growing in a green house that will be ready to transplant in about a month. Dan Kleckner from KHQ wants to do a full TV news story about our program and feature us as a recipient in the golf fundraising tournament. Carter had a conference call today with Mark Clark, WSCC and Alfie Ramos from WA Veteran Affairs regarding job transition opportunities for Veterans. Mark Clark will help take Vets on the Farm across the state via Conservation Districts. Carter will present at WADE in June and introduce the statewide expansion opportunities at the November WACD regional meetings. Carter coincidentally met the governor of Montana and he is interested in bringing the program to his state via their conservation districts as well! Interested staff and the board can stop by the Learning Farm or attend the virtual tour at the Vets on the Farm meeting this Thursday. Carter has made contact with a female Veteran who may be interested in living in the farm house as well. Parade season upcoming dates are May 21 - Lilac Parade in downtown Spokane and June 11 - Flag Day in Fairfield. Pat Munts and Carter went to a training course in Texas for the Risk Management Agency grant for Munts to train Mentor Farmers in our area.

### **WSCC Update**

Mike Baden will return to our board meeting in June.

### **Department Reports**

Eric Choker will give a presentation next month for his department. Seth Flanders will be giving a soil test demonstration at the Garden Expo on Saturday. Our booth at that event will heavily promote the Farm & Food Expo. The planning for the conference is going great and sponsorships revenue collection has been excellent thanks to Carter obtaining the Office of Farmland Preservation support.

## **GOVERNANCE CULTURE**

### **Financial Review**

Chad Greif reviewed the financial documents including the fund structure changes that will take place before next meeting. The Onsite Septic System financial information has been added into the balance sheet and this creates a 17% improvement in loan to book assets. The finances show more revenue than ever in SCD education offerings. There are some budget overages including small acreage equipment, and professional services. Carter noted that we are already at 50% expected assessment revenues.

### **Public Meeting Training**

Carter noted that we will have public meeting training at our planning session in July. We have a public records request regarding emails regarding Vets on the Farm and cover cropping. We ran a Vets on the Farm email signature last fall so almost every email in our office had the words Vets on the Farm automatically in it. We are seeking clarification from the citizen if they would like emails regarding "Vets on the Farm *and* cover cropping", or "Vets on the Farm," and "cover cropping."

## **BOARD/CEO RELATIONSHIP**

### **Annual Financial Report**

Cori Turntine updated the board on her progress with the Annual Financial Report. It is due in May 29 and requires a reviewer's signature, but that can be the SCD Director and it does not require board signature.

## **OPERATIONAL EXPECTATIONS**

### **SRF Update**

Ty Meyer is out in the field. Carter reported on his behalf regarding current successes and challenges with the drill and financial climate in regard to new equipment purchases and our loan program.

### **OSS**

Barry Tee is also not present and Carter detailed the Community Building Development Grant (CBDG) money will be used to fund 100 projects and we will apply for additional funds through DOE for the Onsite Septic System Assistance Program.

### **The Greater Spokane River Watershed RCPP**

There will be a meeting with partners on May 19 and the contract is getting closer to finalization.

### **VSP**

VSP public meetings will happen in the coming months and we will have an application process for stakeholders to join the work group. We want the group to be balanced between sectors. Stevens County has a group of about 80 people who have been attending their VSP town hall style meetings as representatives of Citizens' Alliance for Property Rights (CAPR). We seek to have a smaller pool of interested stakeholders who are all constructive participants.

### **Annual Plan of Work**

Carter distributed a draft copy of the annual plan of work. We will get it turned in on time, but also there will be opportunity for detailed review and further revision at the annual planning session.

### **Correspondence & Announcements**

Randy James has indicated that he will resign from the board. If he finalizes this, we will appoint a new person and that person will serve the remainder of the term, and then run for election in March. Greif will be one of our small acreage custom seeding customers next week. NACD has released an official statement of dissatisfaction with the EPA "What's Upstream" campaign. Locally we have an issue with our Island Trailhead program because the contractor has lost several thousand dollars of property to theft and vandalism. So he has been using the furthest handicap spot (with permission from parks authority) to keep his equipment closer to the work site.

### **Dates:**

- May 21 – Spokane Torchlight Parade for Vets on the Farm
- June 11 – Fairfield Flag Day Parade

## **READING OF THE MOTIONS**

**Motion Shrauger/Miller to accept the agenda. Motion carried.**

**Motion Shrauger/Miller to approve the April 12, 2016 Meeting Minutes. Motion carried.**

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

Meeting adjourned at 6:20pm.

Respectfully submitted by: Erica Johnson

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***Jerry Scheele, Board Chair***

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***Tom Miller, Board Member***