



REGULAR BOARD MEETING MINUTES

Tuesday, August 21st, 2018

6:00 PM

USDA Service Center

Call to Order – 6:16 pm

Attendees: Board Members – Tom Straughan (Secretary/Treasurer), Gus Wahner, Tim Spratling (Vice Chairman), Aaron Madison (via phone); Staff – Kyle Wagoner, Tiffany Schademan; NRCS – Nate James

- 1) **Activity Reports: Directors/Staff** – Kyle gave a brief overview of activities for the past two months.
- 2) **Operations:**
 - a) Annual Work Plan 2018-2019 – Kyle reviewed the Annual Work Plan as required by ODA. Some discussion and amendments adopted. Motion to approve, Tom Straughan, 2nd by Gus Wahner. Passed unanimously.
 - b) Budget for FY 2018-2019 – Kyle presented budget and talked about changes from the previous year's budget. Motion to approve, Tom Straughan, 2nd by Gus Wahner. Passed unanimously.
 - c) Director Elections Reminder – Kyle reminded Board members of upcoming elections, 1 seat still vacant.
- 3) **Administration:**
 - a) June and July Treasurer's Report filed.
 - b) June BOD Meeting Minutes filed.
- 4) **NRCS Presentation** – Nate gave a presentation on the following:
 - a) **16.19 ROI** – Nate reviewed what information can or cannot be release to other agencies with or without an ROI as there may be upcoming projects where this would apply. Kyle will review policy with SWCD staff at next staff meeting.
 - b) **MOU Agreement** – Annual review of agreement between NRCS and SWCD; NRCS shares responsibilities for two employees and office space and SWCD agrees to abide by all NRCS standards. NRCS may be updating the agreement in the near future.
 - c) **Civil rights training** – Nate goes over civil rights policy. There is discussion of upcoming Board elections and possible addition of associate directors. The future of the Tiichem office with the possibility of a Tribal liaison working out of the NRCS office is also discussed. NRCS and SWCD will be making greater efforts at outreach and service to the customers of the Tiichem office.
 - d) **ADA Compliance** – The NRCS is up to date and complies with all regulations for ADA accessibility.
- 5) **ODA - None**

Adjourn – Motion to Adjourn, Tim Spratling, 2nd by Tom Straughan. Meeting Adjourned at 8:04 PM. Next Regular Board Meeting September 18th, 2018.