



REGULAR BOARD MEETING MINUTES

June 19th, 2018
6:00 PM
USDA Service Center
Pendleton, Oregon

Call to Order - 6:00 pm

Attendees: Board Members - Tim Spratling (Vice Chairman), Tom Straughan (Secretary/Treasurer), Aaron Madison, Berk Davis, Gus Wahner. Staff-Kyle Waggoner.

- 1) **NRCS Report** - NRCS has been working on the CIS in Milton-Freewater to avoid the area being designated as a critical groundwater area. Nate also gave an update on the forestry CIS and the work they are doing within that program.
- 2) **ODA Report** - None
- 3) **Activity Reports: Directors/Staff** - Kyle and Rachel have both been busy with the SIA and Small Grants. Shiloh has continued her training with CREP and is close to finished her travelling for the Conservation Planning Course. Tiffany has been chipping away at EQIP contracts, the website, and Facebook.
- 4) **Administration**
 - a) April BOD Meeting Minutes and April+May Treasurer's report filed
- 5) **Operations:**
 - a. New Vehicle Policy - The Board reviewed and adopted a personal vehicle policy for the District. Discussion if it had been reviewed by an outside source. Kyle informed the Board that the whole personnel policy manual would be sent to SDIS for review after many edits take place. Approved unanimously.
 - b. Drone Licensing and Opportunities - Kyle presented the idea of running a drone service for the District as a non-grant income source. The Board agreed that it would be a valuable service and is worth looking into.
 - c. Audit Engagement Letter - Kyle presented the engagement letter from Barnett and Moro to the Board. The Board voted to enter the engagement unanimously. No discussion.
 - d. District Manager Review - Kyle needs to have his employee review performed sometime this month. The Board voted unanimously to have the review performed by the personnel committee on a date TBD.
 - e. Health Insurance Findings/Quotes - Kyle presented the quotes he had gathered on health insurance. The Board discussed wanting information from the source before making a decision. Kyle will look into bringing a rep to a Board meeting.
 - f. Farmer's Market Involvement - The Board discussed getting involved with the Farmer's Market and voted unanimously to not pursue a booth due to logistics.
 - g. Director Election Information - Kyle reminded the Board of Director Elections and showed them where to find information on the process online.
 - h. Grant Updates - See attached
 - i. Year Close-out Stats - Kyle gave a presentation on the close-out stats for the fiscal year. The District has done well with tripling the output of funded projects and proposals. Financially, the District is about holding even.

6) Conservation Plans Approved:

Adjourned 8:15 pm

Next Regular Board Meeting August 21st, 2018