San Juan Islands Conservation District

BOARD OF SUPERVISORS

REGULAR MEETING MINUTES

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| Date: | August 23, 2024 |
| Time: | 9:00am – 11:00am |
| Place: | 915 Spring St. Friday Harbor, WA 98250And online via Zoom |
| Attending Supervisors: | David Bill, Vicki Heater, Lynn Bahrych |
| Attending Associates: |   |
| Absent: |  Carson Sprenger, Claire Crawbuck, Jim Skoog |
| Partners: | Kathy Smith, NRCS; Alan Chapman, WACD NW Region Representative |
| Staff: | Paul Andersson, Tony Fyrqvist |
| Public: | Roger Bairstow |

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|  | **Welcome and Introductions** |
|  | David opened the meeting as Carson was absent. |
| **1** | **Agenda Approval** |
|  | **Action Item:** Vicki made a motion to approve the meeting minutes and was seconded by Lynn. The Agenda was amended to include approval of a credit card limit increase for the Executive Director from $1,000 to $2,000 under 4. New business. The amended agenda was approved. |
| **2** |  **July 2024 Regular Meeting Minutes Approval** |
|  | **Action Item:** Lynn made a motion to approve the Minutes from the 7/26/24 Regular Meeting. Vicki provided the second and the motion passed. |
| **3** | **Financial Report – July 2024 Financials** |
|  | **Action Item:** Motion was made by Lynn and seconded by Vicki to approve the July 2024 financial documents, including:* Financial Summary
* Balance Sheet
* Statement of Revenues and Expenses
* Credit Card Details
* Bank Reconciliation
* Adjusting Journal Entries
* Payroll

Discussion consisted of the review of the Financial Summary report, as well as the pros and cons between paying down the building loan and retaining (and growing) a reserve account. The motion passed. |
| **4** | **New Business** |
|  | **Action Item:** Vicki made a motion increase the card limit with Banner Bank for Paul Andersson, Executive Director, from $1,000 to $2,000. The motion was seconded by Lynn and passed. |
| **5** | **Old Business** |
|  | **Discussion:*** Conservation Campus Open House and ribbon cutting event was suggested for the end of Oct-24 to Early Nov-24 (after San Juan Island Farm Tours).
* New board supervisor search article will be posted in local papers and online and applications will be evaluated by Sept 20th.
* The conversation about co-chairs will be continued in the next board meeting.
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| **6** | **Staff and Program Reports** |
|  | **Discussion:*** No Program Report document was provided this month – activities from last month are still largely in process.
* A new ICC Assistant Supervisor was hired in August.
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| **7** | **Subcommittees** |
|  | **Discussion:*** Forest Health Subcommittee is discontinued.
* YCC Fundraising Subcommittee is developing a promotional video for fundraising.
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| **8** | **Recent and Upcoming Trainings/Webinars/Events** |
|  | **Discussion:**  * Preparations for Farm Tours continue with advertising materials - discussed increasing District’s visibility with the program.
* 25 Congressional and partner agency staffers toured the Conservation Campus on 8/20/24.
* Governor Inslee’s staffers and San Juan County Manager will tour the building on 8/23/24.
* Governor Inslee will conduct a meeting at the facility on 8/24/24.
* NCRS Workshop is scheduled at Skagit Valley College on 9/10/24.
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| **9** | **Partner Reports**  |
|  | **Alan Chapman:*** District Area Meeting will be in Port Townsend on 10/24/24.
* Annual Conference will be in Spokane last weekend in November – Early December 2024.

**Kathy Smith:*** EQIP application deadline for applications is 10/22/24.
* CSP Program deadline for applications is 1/25/25.
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|  | **Public Comments**  |
|  | Roger Bairstow discussed his participation in the EQIP program and gratitude for assistance he has received from SJICD planners including Pauline Chiquet. |
| **11** | **Idea Pot**  |
|  | **Discussion:*** Presenting testimonials from landowners participating on various programs on the District website.
* Development of satisfaction surveys regarding Planner technical assistance, site visits, forest and farm plans.
* 9/9/24 is the 77th birthday of the District. Idea to host a small gathering of board and staff with cake.
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| **12** | **Adjournment 11:00am**  |
| Next Meeting: | Regular Meeting - Friday, September 27, 2024, from 9:00am to 11:00am |