

***Fayette County Soil and Water Conservation District  
Director's Meeting  
December 20, 2007***

Directors Present:	Others Present:	Absent:
Jake Hortenstine	Tony Pals, RC	
Gale Meseke	Karen Sanders, AC	
Steve Henna	Mary Ann Hoeffliger, DC	
Kelly Tarter	Susan Holdeman	
Dale Jahraus		

Chairman, Dale Jahraus called the December 20, 2007 meeting to order at 9:00 a.m.

Roll call was taken.

Agenda considerations were discussed. Listed below:

- Employee Dues
- Personnel Policy
- Illinois Department of Transportation

Board meeting minutes were reviewed.

Gale moved to approve Board Meeting Minutes from the November 29, 2007 meeting; seconded by Kelly. Motion carried.

Treasurer's report was reviewed. Kelly moved to approve the November treasurer's report as printed; seconded by Jake. Motion carried.

December pending bills were reviewed and a motion to approve was made by Kelly; seconded by Gale. Motion carried.

November Pending Bills: Total \$ 1,566.39

- Credit Card Charges/Credits - \$696.47
  - Wal-Mart - Computer Mouses - \$38.84
  - Wal-Mart - Computer Keyboards and Batteries - \$66.89
  - Harmon's - Education in School - \$3.83
  - Wal-Mart - Refund of Computer Keyboard and one computer mouse - {\$85.30}
  - Wal-Mart - Board Meeting Snack - \$11.05
  - Harmon's - Education in School - \$0.99
  - Winter Training - Northfield Inn - Karen Sanders Room - \$75.90
    - Ramada Limited - Tony Pals Room - \$75.90
  - Quill - Printer Ink - \$62.98
  - Quill - Printer Ink - \$62.98
  - Quill - Printer Ink and Toner Cartridge - 170.97
  - Intuit Payroll - Automatic renewal - \$211.44
- Ad Works - Carlyle Lake Watershed Newsletter - \$677.00
- AISWCD - Disability Insurance - \$100.92
- Department of Agriculture - \$50.00
- South Central FS - Truax Tire Repair - \$42.00

Gale moved to approve employee time sheets; seconded by Jake. Motion carried.

Old Business:

Nothing as of this month

New Business:

### Correspondence:

1. Bulk Rate Postage Renewal - \$175.00 Renewal Rate. Jake moved to renew; seconded by Kelly. Motion carried
2. AISWCD Christmas Card - Received a card from the Association
3. Charlie and Erma Koonce Christmas Card
4. Conservation Field Day Evaluations - Evaluations were good. We will probably continue to hold it at Vandalia Lake.
5. Illinois Forestry Dues 2008 - Gale moved to renew at the \$50.00 nonprofit rate; seconded by Kelly. Opposed Jake. Motion carried.
6. January 2008 Regional Rep Report - Nutrient Management Training there are 28 in the state and 14 are in this area. Tillage seminar in February at Mt. Vernon, handouts are in the office.
7. Illinois Department of Transportation - They are considering the update from Pana from Irvington. Tony will be able to charge the new rates that we are able to charge for services. We received a letter from the engineers and one from the group that is going the study. More information will be following in the near future.

Purchase of 4-wheeler - After some checking into everything: a mule type will cost approx. \$11,000 for the mule and then you will need to have a trailer to go with it. There may be a chance to get a habitat stamp grant to help pay for part of it. If the board would approve Tony will pursue the Habitat Grant to see if they will help pay for about half of the equipment. It was also brought up that it could be paid for by doing all of the seeding of the CP33 and Buffer Strips ourselves instead of hiring someone else to do it.

Council 10 Meeting Update - Tony gave a PowerPoint presentation for all the districts instead of each doing their own. We are one of the only one's that still do annual meeting dinner. We are one of the most active districts. Dale gave a Council report for the state. Directors also felt that Tony should be complimented on his presentation; it was very well done.

Arbor Day Bookmarks - Cost if \$7.50 per 100. We give them to 2<sup>nd</sup> and 3<sup>rd</sup> graders for Arbor Day and a tree. So we usually order about 500. Gale moved to order extra's to send to the local libraries not to exceed the cost of \$100; seconded by Jake. Motion carried.

Poster Contest - Tony will do the presentations the second week of January. The theme this year is "Water is Life". We will pick up the posters the day before the board meeting so we can do the judging the day of the board meeting. 1<sup>st</sup> National Bank of Brownstown provides the poster board for all the students, along with the trophies and the savings bonds for top three posters.

### Annual Meeting

1. Speaker - Karen spoke to Judie Mangan, but nothing is set as of yet.
2. Awards - Barbie Elliott will receive an award. Tony is to decide if anyone else should receive one. The Envirothon Team will still receive their award but the seniors that broke the rule will not be invited. Tony is to speak to the principal for his opinion and if he agrees, then we will honor the team at our Annual Meeting. If the principal disagrees with the team getting the award then the award should be given to the 2<sup>nd</sup> place winner.
3. Door Prizes - Karen will begin to gather them by the beginning of January
4. Invocation - Karen is trying to contact Dan Laack.
5. New Directors - Susan Holdeman and Matt Runge will be running for election
6. Election Materials - Karen is preparing all the materials and will get it to the directors for signatures.

CPP Update - We still have \$3,000 of FY06 Bond Money. We still have \$14,000 for FY07 Regular CPP Money. We are waiting for contractor to send out bills.

Calendars - Karen is to order calendars. She is to order about the same amount and cost as last year. Gale moved to order the calendars; seconded by Kelly. Motion carried.

Annual Plan of Work - Activities for December and January are either started or completed.

#### Employee Reports

Tony gave the RC report. Report on file

Karen gave the AC report. Report is on file.

Kelly moved to approve AC and RC reports; seconded by Gale. Motion carried.

Mary Ann gave the DC report. Report is on file.

Jake moved to approve DC report; seconded by Kelly. Motion carried.

Employee Evaluations - Tabled until next month

Employee Contract Discussions - Tabled until next month

There was no need to have an executive session for discussion of appointment, employment, compensation, discipline, performance, or dismissal of personnel.

#### Other business:

Employee Dues - A new resolution passed at Winter Training that stated that the Employee Dues had to be paid by December 31 to be a voting member. Jake moved to pay for employees and associate dues for the district; seconded by Kelly. Motion carried

Personnel Policy – A copy of our current policy was taken from the board meeting folder. Dale gave handout of copy received from Regional Rep. Gale moved that Tony and Dale work on Personnel Policy and report back before the next meeting; seconded by Steve seconded. Motion carried

Steve Henna arrived at meeting

Adjournment - Motion made by Jake; seconded by Kelly. Motion carried.

Meeting adjourned at 11:00 a.m.

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Gale Meseke, Secretary