

*Fayette County Soil and Water Conservation District
Director's Meeting
July 20, 2009*

Directors Present:

Jake Hortenstine
Susan Holdeman
Elizabeth Heinzmann
Gale Meseke
Matthew Runge

Others Present:

Tony Pals, RC
Karen Sanders, AC

Absent:

Mary Ann Hoeffliger, DC

Chairman, Jake Hortenstine called the July 20, 2009 meeting to order at 8:00 a.m.

Roll call was taken.

Agenda considerations were discussed: No agenda considerations

Board meeting minutes were reviewed.

Susan moved to approve board meeting minutes from the June 25, 2009 meeting; seconded by Elizabeth. Motion carried.

Treasurer's report was reviewed. Elizabeth moved to approve the July treasurer's report as printed; seconded by Gale. Motion carried.

July pending bills were reviewed and a motion to approve was made by Elizabeth, seconded by Susan. Motion carried.

July Pending Bills Total \$36.37

Credit Card Charges/Credits - \$36.37

Quill – Printer Ink \$

Quill – Printer Ink - \$

Quill – Printer Ink - \$

Wal-Mart – Vandalia Lake Day – \$

Harmon's Market – Vandalia Lake Day - \$

Wal-Mart – Vandalia Lake Day - \$

Elizabeth moved to approve employee time sheets for July; seconded by Matt. Motion carried.

Employee Reports:

Tony gave the RC report. Report on file.

Karen gave the AC report. Report is on file.

Matt moved to approve AC and RC reports; seconded by Susan. Motion carried.

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

Susan moved to approve DC report; seconded by Elizabeth. Motion carried.

Old Business:

1. Insurance Funding – CPP Funding – The board discussed the possibility of replacing the money that was taking from CPP Funding to pay the insurance. They felt that since we are a conservation organization that if at the end of the fiscal year it is financially feasible, then we should transfer money from the operations account to the programs account to replace at least a portion of the

money that was used to pay employee by IDOA. Gale moved to table until we get the 4th allocation; seconded by Susan. Motion carried.

2. Annual Meeting Speaker – Matt's uncle is not sure if he will be available at the time of the annual meeting. So, we are to see what other offices may have done in the past.
3. Annual Plan of Work – Annual Plan of Work was discussed. Gale motioned to approve as presented; seconded by Matt. Motion carried.

New Business:

Correspondence:

1. Report for Week of July 7-10 – Rich Nichols – The FY10 budget has been sign; the allocation is about ½ of what it was for FY09. IDOA was allocated approx. \$9 million in grants and they can give it out as they want. We are thinking that we will probably get a little over ½ of what we got last year; in FY09 we got approx. \$78,000.

Council 10 Meeting Update – The directors reviewed the resolutions. Mary Ann conducted a tour of the wetland area.

Karen's Vacation – Karen requested permission to take off August 3-7. Elizabeth motioned to approved; Susan seconded. Motion carried.

FY09 Audit – Jake signed to letter of commitment for LuAllen, Cearlock, Barth and Burnam to perform the audit. The fee for the audit is \$2,550. Susan moved to approve the audit commitment; Gale seconded. Motion carried.

Summer Conference – summer conference was discussed

1. Resolutions – Board members discussed the resolutions to give their opinion on the way the chairman should vote.

QuickBooks – Our present version of QuickBooks will be outdated as of this year, 3 year old versions will no longer be able to get payroll updates. Plus we are having a lot of problems with the payroll, there is a few glitches in the system. We are in need of a new version. A new version will be available towards the end of the year through the auditor for approx. \$200. Gale moved to purchase the new version when it becomes available; Matt seconded. Motion carried.

Dues – Council 10 & Envirothon – Dues consist of: Council 10 dues \$30 and Envirothon dues \$100. Susan moved to pay; Gale seconded. Motion carried.

Fayette County Board Finance Committee – The Committee Meeting has been set for August 27, at 6:00 pm

CP33 Update – We are down to about 50 acres and those acres are way to wet to seed.

CPP Update – We have been looking at CPP projects and surveying. We received an additional \$9,000 in cost share money.

Employee Contracts – Directors went into closed session to discuss employee contracts

Employee Evaluations – Directors went into closed session to discuss employee evaluations

Executive session for discussion of appointment, employment compensation, discipline, performance or dismissal of personnel.

A motion was made by Gale and seconded by Matt to go into closed session to discuss employee contracts and evaluations at 9:40 am.

A motion was made by Elizabeth and seconded by Gale to go back into open session at 11:00 am.

A motion was made by Matt and seconded by Susan to approve the minutes of the closed session at 11:01 am.

A motion was made by Susan to make the following changes to Karen's contract. Karen will work 5 day weeks (8 hour days) with a 1 hour lunch beginning August 1st. Karen will have no raise for FY10. Seconded by Gale. Motion carried.

A motion was made by Susan to make the following changes to Tony's contract. Tony's hours will remain the same as in previous years. Tony will have no raise for FY10. Seconded by Gale. Motion carried.

Other business: Liz informed the board that in previous years Karen had been a member of Soroptimist and that she felt it may be a benefit for the district if she were allowed to rejoin the organization. Gale moved to pay the \$90 membership fee; seconded by Matt. Motion carried.

Adjournment - Motion made by Matt; seconded by Gale. Motion carried.

Meeting adjourned at 11:20 a.m.

Gale Meseke, Secretary