



Resource Conservation District of Santa Cruz County

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MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE RESOURCE CONSERVATION DISTRICT OF SANTA CRUZ

The regular Meeting of the Resource Conservation District of Santa Cruz (RCDSCC) Board of Directors was called to order at **6:45PM June 13, 2007**, at the Resource Conservation District Office, 820 Bay Avenue, Suite 128, Capitola, California.

Directors Present: Sheryl Bailey
Mike Manfre, Vice President
Jim McKenna, President
John Ricker
Roberta Smith
Associate Directors Present: Ward Hastings
Kathryn Tobisch
Vasiliki Vassil
Directors Absent: Howard Liebenberg
Tom Lukens
RCD Staff Present: Tangi Chapman, Recorder
Karen Christensen, Executive Director
Sharon Corkrean, Director of Finance

WELCOME - INTRODUCTIONS

The meeting opened at 6:45PM with a quorum present.

ORAL COMMUNICATIONS

There were no oral communications. Karen shared a written communication from NRCS entitled Trends in Conservation. She also passed on an invitation to the Board to attend the Dinner celebrating the 90th anniversary of Farm Bureau; the event will be held at Cassin Ranch in Watsonville. Karen informed the Board that Rich Casale would attend and she encouraged a Board member to attend also. Roberta Smith moved to pay the dinner registration fees for Rich Casale and one Board member to attend. Sheryl Bailey seconded the motion. All were in favor.

MINUTES

The Board reviewed the May 9, 2007 meeting minutes. Mike Manfre moved to accept the May 9, 2007 meeting minutes as written. Roberta Smith seconded the motion. Mike Manfre reported that the Lettuce Board has approved \$150,000 in grants to study the effectiveness of the recommended 800 foot buffer strips around lettuce and spinach fields and suggested that anyone interested in learning more about this opportunity should contact him. All were in favor.

BUDGET & FINANCE

Expenditures

General Expenditures – The General Expenditures for May 2007 were circulated for review. John Ricker moved to accept the May 2007 General Expenditures. Roberta Smith seconded the motion. All were in favor. The Board appreciated the new system of sending the General Expenditures for review prior to the meeting.

2007-2008 Draft Budget Adoption – Sharon circulated the Draft Budget for review and adoption. She explained that the actual Budget will change in the coming months once staff finalize projects that will actually get done this construction season. She noted that the Special District expenses and the Professional Services expenses are the items that will change, and that the rest of the budget should stay relatively unchanged. Karen and Sharon made clear that much of the increase in the budget numbers comes from pass-through funds for projects that the District is holding for other agencies. In addition the District has had to build capacity by hiring new staff to manage and implement projects. The Board questioned whether the contingency funds were sufficient and

Sharon replied that the amount is in keeping with the decision of the Board in previous years. The Board appreciated the new format of the Draft Budget. Sharon stated that she would like to see fewer small grants as these take just as much time to process as larger grants and therefore are not cost effective. Mike Manfre expressed his concern that the District is growing exponentially and advised Karen and Sharon of the need for proper infrastructure to support both the staff and the programs the District is responsible. John Ricker moved to adopt the 2007-2008 Draft Budget. Roberta Smith seconded the motion. All were in favor.

Transfers

No transfers were discussed.

ACTION ITEMS

Program Discussion Items

Resolution 2007-03 – Karen presented the Board with a resolution to change our name formally from the Santa Cruz Resource Conservation District to the Resource Conservation District of Santa Cruz County. Karen explained that Division 9 of the District Bylaws states the procedure to change the name of the District indicates that a formal resolution be sent to the principal county of operation requesting approval of the name change. Mike Manfre moved to approve Resolution 2007-03. Roberta Smith seconded the motion. All were in favor.

REPORTS

Staff Reports

Karen invited the Board to the June 26 Long Range Strategic Plan meeting being facilitated and funded by the NRCS. Karen circulated the agenda for the meeting. Both Sheryl and Roberta will check their schedules and indicated their intent to attend. The Board suggested emailing the facilitator Ray Ledgerwood the District's goals for the meeting and the direction in which the District hopes to move. Karen requested that Tangi email the 2006 Annual Report to Ray for background information.

Karen reported that Ed Burton, the State Conservationist for NRCS, visited the RCD office in Hollister and that the visit went well. He was here to investigate Sam Farr's AQWA program. AQWA was not given line item funding in the current federal budget and a huge letter writing campaign ensued to ensure the future of the program. Karen underscored the importance of reporting the progress of the AQWA program.

Directors/Associate Director Reports

Congratulations to Vasiliki Vassil for passing her geology certification exam!

NRCS Reports

No NRCS reports were given.

Calendar Dates

June	26	Long Range Strategic Plan Meeting
June	28	Farm Bureau 90 th Anniversary Dinner, Cassin Ranch, Watsonville, 6:30PM

PERSONEL

Closed Session

The Board reviewed the staff organizational chart and agreed that Karen and Sharon will redesign it and present the revised model at the next meeting. They discussed separating the model by departments, projects and other means to produce an efficient flow. The chart will incorporate a strengthened management structure, producing additional Program Managers at a Level 2 step.

Open Session (Motion)

Executive Salary changes were made and they were raised from Step 4 to Step 6 based on the District's current salary model. The changes were made based on budget and personnel increases, and the overall growth and success of the program. This also reflects the fact that they have not received a raise in the last 18 months. The motion was made by Roberta and seconded by Sheryl. All were in favor.

ADJOURN

Adjournment

The meeting adjourned 10:15PM. The next **Board Meeting will be on July 18, 2007 at 6:30PM** at the Capitola Office, 820 Bay Avenue, Suite 128, in Capitola.

Jim McKenna
Director, Board of Directors

(TC:JM)