



Board Meeting Minutes

Date: Nov 17, 2017

Attendance:

SWCDM Board Members:

Others in attendance:

Mark Suta	<input checked="" type="checkbox"/>	Elena Evans, MACD
Jim Simpson	<input checked="" type="checkbox"/>	Ann McCauley, SWCDM
William Bernard	<input checked="" type="checkbox"/>	Dan Rostad, YRCDC
Dean Rogge	<input checked="" type="checkbox"/>	Laurie Zeller, DNRC
Tony Barone	<input checked="" type="checkbox"/>	Karl Christians, DNRC
Roddy Rost	<input checked="" type="checkbox"/>	Heather Nenninger, SWCDM
Bob Peterman	<input checked="" type="checkbox"/>	Bobbi Vanhatten, Rosebud CD
Bob Breipohl	<input checked="" type="checkbox"/>	Sharon Flementis, Stillwater CD
Steve Hedstrom	<input checked="" type="checkbox"/>	Roger Hibner, Carbon County CD
Judi Knapp	<input checked="" type="checkbox"/>	Gene Evans, Dawson County CD
Shirley Parrot	<input checked="" type="checkbox"/>	
Pete Woll	<input checked="" type="checkbox"/>	
Gary Giem	<input checked="" type="checkbox"/>	
Mike Hansen	<input checked="" type="checkbox"/>	
Daryl Stutterheim	<input checked="" type="checkbox"/>	
Dwight Crawford	<input checked="" type="checkbox"/>	
Jeff Wivholm	<input checked="" type="checkbox"/>	

Friday, Nov 17, 2017

8:00 – 9:30 AM

Meeting called to order by President Mark Suta at 8:10 a.m.

Approval of Oct 23 minutes: Roddy motioned to approve October 23 minutes; Steve seconded. Minutes approved.

Acceptance of Financial Statements (Profit and Loss and Balance Sheet) for FY 2017 year-to-date (Jan 1-Oct 31): Dean Rogge commented that he would like to see credit card transactions listed out as part of the Financial Statement based on credit

card abuse issues at NACD in the past. Ann briefed the board on SWCDM's credit card policy, and specifically, that all staff cards with the exception of the central account card (Ann's) are limited to \$1,000 credit and all transactions require a receipt of purchase and pre-approval for all credit card expenses over \$50. Ann also presented an example of the credit card policy that all employee's with issued cards are required to review and sign to use their company card. Shirley motioned to accept financial statements; Pete seconded. Financial statements accepted.

Review and Approval of final FY 2018 Budget: Elena introduced the final FY2018 SWCDM budget to the board following an initial review by the board of the draft budget on October 23. Ann McCauley discussed two lines for the board to note: 1) this budget fully includes the Bridger Plant Materials Center income and expenses; and 2) after this December, the office building in Helena will only have one remaining payment for the next five years. This is a big accomplishment to have the bulk of the office paid. Rent income will be used for regular office operations, maintenance, and the remaining payment. Dwight motioned to approve the FY2018 budget; Gary seconded. FY2018 budget approved.

Anticipated out of state travel for 2018 for SWCDM staff: Although staff and board travel is approved through the budgetary approval process, anticipated out of state travel for 2018 was presented to the board for their review and acceptance. Ann McCauley listed the following anticipated and/or planned travels for staff in 2018: 1) Ann and Kate to attend NACD's annual meeting in Nashville in January to present on the Montana Conservation Menu (travel expenses fully covered by Transition Agriculture agreement); 2) SGI staff to attend NRCS Boot Camp in Lincoln, Nebraska in late March/early April (travel fully covered by NACD scholarship and SGI agreements); and 3) Melissa and Ann to attend a two-day federal and state grant management course offered around the country on a regular basis. The nearest location to us is Denver, CO. This national-level course would go over all aspects of managing federal and state grants and contracts, and would be very beneficial for Ann and Melissa, who primarily manage SWCDM's program contracts. Steve motioned to accept the requested out of state travel; Jim seconded. Out of state travel requests accepted.

Public Comment: Dan Rostad gave an update on current activities and areas of focus for the Yellowstone River Conservation Districts Council (YRCDC) based on recent committee meetings. They are also waiting on final approval of the Cumulative Effects study by the Army Corps of Engineers. Dan also noted that YRCDC is excited to be hosting a Big Sky Watershed Corps member in 2018 out of Miles City.

Discussion:

Program Update: Ann provided a summary of SWCDM program activities in 2017 and major activities planned for 2018. Discussed program activities for 2018 included:

1) The Montana Conservation Menu project was launched in 2017, and we are working on a marketing and public relations campaign for 2018. Kate Arpin is lead coordinator for this and we look forward to adding more programs and features, including a Find a Local Office tool, to the menu soon. 2) The Ranching for Rivers program received additional funding in summer 2017, and two projects were approved for funding this past fall. Additional rounds of funding will be available in spring and fall and we look forward to working with districts on this solution-oriented program aimed at riparian pasture management and restoration. 3) The SGI agreement with Pheasant's Forever is slated to end on September 30, 2018. PF is working on extending agreements, but if this doesn't work out, we are working with NRCS on a cooperative agreement to keep partner positions working on NRCS programs in place. Ann also introduced Heather Nenner, the SGI conservationist serving in Forsyth, to the board and announced that Heather will be taking on a field lead role for the SGI program in 2018. Heather is our veteran SGI employee and has already been helping out the new SGI employees as they get settled in. Heather then provided a brief update to the board on current SGI work and plans for 2018, including getting sagebrush habitat trunks put together that could be used for education and outreach events by SGI conservationists.

Bridger Plant Materials Center: Shirley presented the board with the BPMC income and expense sheet and balance sheet for March-Oct 2017. She also gave an update on the BPMC and the recent Board of Managers meeting in which the board approved to do significant maintenance and building work. BPMC savings will be used to fund this work and contractors are being sought.

By-Laws Update and Goals: The bylaws committee provided an update on recent work related to updating SWCDM's bylaws, including recent meetings by the by-law committee with Joel Kaleva, a nonprofit lawyer in Missoula. The committee will continue to move forward with the SWCDM bylaws in the coming months.

SWCDM adjourned at 9:45 a.m.