



# CLINTON CONSERVATION DISTRICT

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## MINUTES BOARD OF DIRECTORS MEETING

Tuesday, December 17, 2024, 9:00am, Clinton Conservation District Board Room

2343 North US-27 St. Johns MI 48879

### Directors Present:

Andrea Polverento, Chair  
Brittany Johnson  
John Schulz, Vice Chair  
Jennifer Kiel  
Gary Boersen, Treasurer

### Staff Present:

Kurt Wolf  
Cheyanne Bartholomew  
Katie Hafner  
Joe Woodruff  
Adelyn Geissel  
Rebekah Faivor  
Cameron Thornton  
Natalie Myszak

### Others Present:

James Graham  
Ardith Graham

**THE MEETING WAS CALLED TO ORDER** by A. Polverento at 9:33AM.

**APPROVAL OF AGENDA** – *J. Kiel made a motion to approve the agenda as amended. B. Johnson supported the motion. Motion carried.*

### **APPROVAL OF MINUTES**

1. Regular Meeting Minutes, November 2024 – **ACTION ITEM** - *J. Kiel made a motion to approve the November 2024 meeting minutes as presented. J. Schulz supported the motion. Motion carried.*

### **FINANCIAL REPORTS**

1. Balance Sheet, Profit and Loss Statement for November, November Transactions; Check Detail and Credit Card Detail (paid) – **ACTION ITEM**
2. Balance Sheet, Profit and Loss Statements; December and YTD, December Transactions; Check Detail and Credit Card Detail (paid) – **ACTION ITEM** – *G. Boersen made a motion to approve Financial Reports 1.and 2. as presented. J. Schulz supported the motion. Motion carried.*

**OTHER AGENCY** - None

**STAFF REPORTS** – NRCS and District Staff provided written and verbal reports.

**MACD UPDATE** – G. Boersen gave an update on MACD. Rivka Hodgkinson, Executive Director MACD hosted an open house virtual meeting for all MACD members. Amber Butterfield was hired by MACD as the new Grants Administrator.

### **NEW BUSINESS**

1. Spring Tree Sale – Spring tree sale will be April 11-12 at Peck Hall, Clinton County Fair Grounds. Trees will be picked up on April 3 from nurseries.
2. MERS Resolution – **ACTION ITEM** – *A. Polverento made a motion to waive the reading of the MERS Uniform 457 Supplemental Retirement Program Resolution and Participation Agreement Resolution. J. Kiel supported the motion. Motion carried.*  
*J. Kiel made a motion to adopt the MERS Uniform 457 Supplemental Retirement Program Resolution and Participation Agreement as provided. G. Boersen supported the motion. Roll call vote:*  
*Yes: Boersen, Schulz, Kiel, Johnson, Polverento*  
*No: None*  
*Absent: None*  
*Motion carried, Resolution and Agreements adopted.*
3. Letter of engagement 2024 compensatory review – **ACTION ITEM** – *J. Kiel made a motion to approve \$2,875 for Rehmann to provide a compensatory year end report. B. Johnson supported the motion. Motion carried.*
4. Personnel Policy Amendment Draft – A. Polverento suggested that staff look over the current personnel policy and compile a list of recommendations. A. Polverento asked that this item be added to old business for the January Board meeting agenda.
5. Executive Director Stipend – **ACTION ITEM** – *A. Polverento made a motion to approve a \$2,000 stipend for the Executive Director following a performance review. G. Boersen supported the motion. Motion carried.*

### **OLD BUSINESS - NONE**

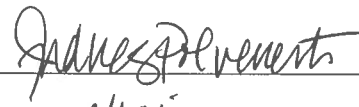
### **CORRESPONDENCE - NONE**

**PUBLIC COMMENT** - Katie Hafner would like District support to host another Forestry Workshop in the spring.

**NEXT MEETING** – Tuesday, January 21<sup>st</sup>, 2025, 9:00am, Clinton Conservation District Board Room 2343 North US-27 St. Johns MI 48879

**ADJOURNMENT** - *A. Polverento made a motion to adjourn. J. Kiel supported the motion. Meeting adjourned at 10:55AM.*

Respectfully Submitted:   
Kurt Wolf, Executive Director

Approved Date: 1/21/25 Signature:   
Title: chair

