



# CLINTON CONSERVATION DISTRICT

2343 N. US-27, St. Johns, MI. 48879  
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**MINUTES**  
**BOARD OF DIRECTORS MEETING**  
Tuesday, April 18, 2023, 8:30 am  
Clinton Conservation District Board Room  
2342 North US-27 St. Johns, MI 48879

**Directors Present:**

Andrea Polverento, Chair  
Gary Boersen  
John Schulz  
Jim Graham, Vice-chair  
Elaine Brown, Treasurer

**Staff Present:**

Kurt Wolf  
Joe Woodruff

**Others Present:**

Brittany Johnson, Public

**THE MEETING WAS CALLED TO ORDER** by A. Polverento at 8:31 AM.

**APPROVAL OF AGENDA** – *G. Boersen made a motion to approve the agenda as presented. J. Schulz supported the motion. Motion carried.*

**APPROVAL OF MINUTES** – Regular Meeting Minutes, March 2023 – *J. Graham made a motion to approve the regular meeting minutes as amended. E. Brown supported the motion. Motion carried.*

**FINANCIAL REPORTS**

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

**OTHER AGENCY** - MDARD Partner Report for April was received.

**STAFF REPORTS** – NRCS and staff provided written and verbal reports.

**MACD UPDATE** – Boersen drafted an email to MACD regarding the challenges Clinton County has encountered with legislative districting, as new legislators may represent but not reside within district boundaries. Brown encouraged staff to send out invites to the District's Annual Meeting to county commissioners and legislators.

**NEW BUSINESS**

1. FY2022 Employee Stipend Policy – No action taken. Polverento will provide a revised draft at the next meeting.

2. Tree Sale Update – Wolf provided verbal update on tree sale including number of orders and total amount of trees sold.

**OLD BUSINESS**

1. Contract with ICD for Bookkeeper Samantha Wood – Wolf will bring draft contract to May board meeting.
2. CTAI PA Position – Position will be posted upon approval from MDARD and NRCS.

**CORRESPONDENCE**

1. PA116 Edward Lonier
2. PA116 Brian & Jayne Wieber

**PUBLIC COMMENT**

**NEXT MEETING** – Tuesday, May 16th, 2023, 8:30am, Clinton Conservation District

**ADJOURNMENT**– *Motion for adjournment was made by J. Graham and supported by J. Schulz. Meeting adjourned at 9:57 AM.*

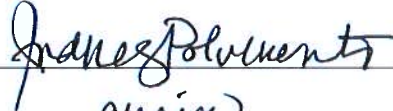
Respectfully Submitted:

  
\_\_\_\_\_  
Kurt Wolf, Executive Director

Approved Date:

5/16/23

Signature:

  
\_\_\_\_\_

Title:

chair