



CLINTON CONSERVATION DISTRICT

2343 N. US-27, St. Johns, MI. 48879

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MINUTES

BOARD OF DIRECTORS MEETING

Tuesday, May 16, 2023, 8:30 am

Clinton Conservation District Board Room

2342 North US-27 St. Johns, MI 48879

Directors Present:

Andrea Polverento, Chair
Elaine Brown, Treasurer
John Schulz
Jim Graham, Vice-chair (8:50am)

Staff Present:

Kurt Wolf
Joe Woodruff
Eric Bak
Cheyanne Bartholomew
Emily Melkin
Adelyn Geissel
Logan Banning

Others Present:

Brittany Johnson, Public

THE MEETING WAS CALLED TO ORDER by A. Polverento at 8:34 AM.

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

APPROVAL OF MINUTES – Regular Meeting Minutes, April 2023 – *J. Schulz 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 April, April Transactions; Check Detail and Credit Card Detail (paid) – **ACTION ITEM**
2. Balance Sheet, Profit and Loss Statements; May and YTD, May 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 May was received.

STAFF REPORTS – NRCS and staff provided written and verbal reports. Kurt Wolf is still working on job description for Samantha Wood, bookkeeper.

MACD UPDATE – Polverento discussed a conversation she and Boersen had regarding recent MACD lobbying emails. Concerns were shared regarding the wording of the emails, and a suggestion that outreach to MACD regarding separate listservs for various email types be developed. The Board agreed that outreach to MACD to find a way to keep clear communication between Districts and MACD when discussing lobbying efforts in the future would be beneficial.

NEW BUSINESS

1. FY2022 Employee Stipend – **ACTION ITEM** – *Kurt Wolf presented a describing recommendations for FY22 employee stipends, for which four employees qualified.. J. Schulz made a motion to approve \$2,000 stipend for four employees based on work completed in FY22. J. Graham supported the motion. Motion carried.*
2. FY2023 Stipend Policy – **ACTION ITEM** – *A. Polverento made a motion to adopt the FY2023 Stipend Policy and make an amendment to the current Employee Policy to include this update. E. Brown supported the motion. Motion carried.*
3. MACD Summer Conference – *Kurt Wolf will sign up staff and board members that want to go by May 19 for the early bird registration.*
4. MACD Capital Day – *E. Brown will attend MACD at the Capital. Kurt Wolf will have FY22 Annual Report ready for Elaine to hand out.*
5. FY2023 Annual Meeting – *Kurt Wolf will send out sponsorship letters.*
6. Office Coverage Parental Leave – *Parental leave pay will be granted to employees having children. Kurt Wolf will follow FMLA when needed and continue work as Executive Director when not requiring FMLA time off.*

OLD BUSINESS

1. CTAI PA Position – Position is in negotiation between MDARD and NRCS.

CORRESPONDENCE

1. PA116 Braun Trust
2. PA116 Glenn R. & Phyllis A. Slagell

PUBLIC COMMENT

NEXT MEETING – Tuesday, June 6th, 2023, 4:30am, AgroLiquid Conference Center 3055 M-21, St Johns, MI 48879

ADJOURNMENT– *Motion for adjournment was made by J. Graham and supported by J. Schulz. Meeting adjourned at 10:30 AM.*

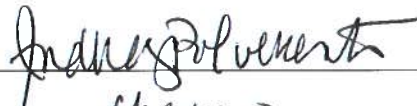
Respectfully Submitted: _____


Kurt Wolf, Executive Director

Approved Date: 6/6/23

Signature: _____

Title: _____


Chair