

BOARD MEETING MINUTES

Present: Rebecca Ortwein, Chairman
Debra Waller, Vice Chairman
Karen Hlavacek, Secretary/Treasurer
~~Kristin Scott~~
Mike Wilson
Jason Roberts
~~Victor Vanover~~

Staff: Mark Jacobs
Susan Brown
Megan Clere

Field Rep: Jim Roe
NRCS: ~~Ian Young~~
~~John Stork~~

Guests: Christy Noll, Executive Director of The Boone Conservancy

- I. **CALL TO ORDER:** The meeting was called to order at 6:05pm by Chairman Rebecca Ortwein.
- II. **INTRODUCTIONS:** Christy Noll introduced herself to the group and explained what The Boone Conservancy (TBC) is up to for their 20th Anniversary Benefit. Megan Clere will send details to the Board for the dinner registration.
- III. **MINUTES:** Karen Hlavacek motioned for the approval of the July 2019 Minutes. Mike Wilson seconded. Jason Roberts abstained, as he was not present at the July Board Meeting. All in favor.
- IV. **TREASURER'S REPORT:** The July 2019 Treasurer's Report was presented. Jason Roberts motioned to accept the July 2019 Treasurer's Report. Mike Wilson seconded. All in favor.
 - a. Annual Financial Report: The AFR was presented. Megan Clere will send the 2018-2019 P&L report to the Board.
- V. **DISTRICT REPORTS:**
 - a. District of Conservation (DOC) Report
 - i. 10-Minute Training: Rebecca Ortwein reviewed the 10-Minute Training.
 - ii. DOC Reminders: Megan Clere and Jim Roe reviewed the DOC Reminders. The legal notice will be in the Boone Recorder on Thursday, August 22nd.
 - b. Ian Young, NRCS: New staff will be on board in Winchester and Paris, relieving some workload.
 - c. District Staff Reports: Susan Brown will be registering for NAAEE by this Friday, August 23rd.
- VI. **UNFINISHED BUSINESS:**
 - a. Stream Mitigation – Mark Jacobs: There was a stream mitigation meeting; Army Corps will hopefully be present at the next one discussing the county expansion. There was a LIM Property site visit with Army Corps over the 305 acres. There will be another site visit soon for the Anderson Property.
 - i. Conservation Center: Mark Jacobs passed out the proposal for the BCCDKY conservation center at the LIM Property. BCCDKY will hold the deed for the property and TBC will hold the easements if approved. The Land Use Committee will need to meet in the next couple of weeks to discuss further.
 - b. Personnel/Job Description: Please review the job descriptions before the September Board

Meeting for final approval.

- c. HR Policy Manual – HR Policy Committee
 - i. Part One: Karen Hlavacek motioned to approve the HR Policy – Part One. Mike Wilson seconded. All in favor.
 - ii. Part Two: **Please review before the next Board Meeting and have all edits turned in by September 13th to Megan Clere.**
 - iii. Exempt status: Megan Clere will ask Midwest the benefit of being full-time/part-time vs. exempt/non-exempt.
 - iv. Overtime: Must be pre-approved before receiving overtime.

VII. NEW BUSINESS:

- a. Boone County Fair Update – Susan Brown: The fair had a drop in numbers this year. Next year, we will plan to combine tables with our partners.
- b. Cooper High School Intern Opportunity: Megan Clere explained that Alyssa Harney reached out to BCCDKY for a high school internship for credit. The internship is 8.5 hours every week, can include weekends for family programs, has to be unpaid, and is all school year long. Susan Brown and Megan Clere worked on creating a draft timeline for Harney’s time at BCCDKY. Mike Wilson motioned to approve the high school internship. Jason Roberts seconded. All in favor.
- c. Financials – Budget Committee: Mike Wilson explained the separation in the budget for the Earl Jones Property Funds. This will be a sub-budget.
- d. Annual Report – Megan Clere: The Board reviewed the Annual Report. **All edits are due Friday, August 23rd to Megan Clere.** Jason Roberts motioned to approve the Annual Report pending edits. Mike Wilson seconded. All in favor.
- e. Ag District #008-11 Amendment – Megan Clere: Ag District #008-11 would like to add a property of 16.23. The property is categorized as agricultural. Debra Waller motioned to approve the amendment. Mike Wilson seconded. All in favor.
- f. Household Hazardous Waste Event – Megan Clere & Mike Wilson: Megan Clere announced this year’s HHW Event on Saturday, November 2nd. Mike Wilson described the success of last year’s HHW Event and asked for the Board’s volunteer participation. Megan Clere will send details via email for reminders.

VIII. MISCELLANEOUS:

- a. OKI Conservation Tour: Megan Clere announced the OKI Conservation Tour will be Tuesday, September 17th, in Butler County, OH. She will send details. The cost is \$20 for breakfast and lunch.

With no further business, Mike Wilson motioned to adjourn. Debra Waller seconded. All in favor. The Board Meeting adjourned at 8:19pm.