



BCCDKY

Boone County Conservation
District, Kentucky

Board Meeting Minutes

September 15, 2020

6:00 p.m.

Meeting ID: 953 5739 7381

Present via Zoom Video Conferencing : Board Supervisors Rebecca Ortwein, Matt Wooten, Mike Wilson, Debra Waller, Shannon Galbraith-Kent, Ph.D.. Staff members Susan Brown, Pavla Link and Mark Jacobs.

I. CALL TO ORDER: Rebecca Ortwein called the meeting to order at 6:05pm.

II. MINUTES:

- a. Matt Wooten made motion to approve August 18th, 2020 Board Meeting Minutes, Mike Wilson seconded the motion. All were in favor, motion passed.

III. TREASURER'S REPORT

- a. Mike Wilson presented Treasurer's Report – Debra Waller moved to accept the report, Shannon Galbraith-Kent. Ph.D. seconded the motion. All were in favor, motion passed.
- b. Per Diem – Mike Wilson presented Per Diem summary. Matt Wooten made motion to approve September Per Diem as is. Debra Waller seconded the motion. All were in favor, motion passed.
- c. Per Diem Policy – Matt Wooten moved to accept policy as written with amendment suggested by Rebecca Ortwein – add “and BCCDKY Board of Supervisors” . Debra Waller seconded the motion. All were in favor, motion passed.

IV. DISTRICT REPORTS:

- a. Division of Conservation (DOC) Reports
 - i. 10-minute Training Overview – No questions.
 - ii. DOC Reminders –Matt Wooten will contact DOC regarding Grant opportunities. Pavla Link will follow up with DOC regarding Elections.
- b. NRCS Report – presented by Pavla Link. No questions.
- c. District Staff Report Questions – No questions.

V. UNFINISHED BUSINESS:

- a. HR Committee Update – HR Committee is meeting tomorrow. HR Policy is still being reviewed and modified.

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- b.** Budget Committee Update – Mike Wilson presented report. No budget updates at this time, all year end reports were submitted to DOC, DLG-SPGE and Fiscal Court.
- c.** Land Use Committee Update – Mark Jacobs / Mike Wilson gave update on deed acquisition progress. Mike Wilson requested that the Board and Staff work on a “Wish List” and budget for LIM property.

VI. NEW BUSINESS:

- a.** Sule Foundation Grant – Fund Allocation – Susan Brown requested approval of fund allocation as follows: \$1,500 – Monitoring and Education Materials, \$500 – Safety Equipment, \$500 Stewardship Materials, \$1,500 Internship Program, Stipend and Equipment, \$1,000 – Video Equipment. Debra Waller made motion to approve, Mike Wilson seconded. All were in favor, motion passed.
- b.** Dead Farm Animal Removal Applications – Pavla Link presented Dead Farm Animal Removal Applications from Kim Smith (\$300) and Cynthia Mahan (\$150). Matt Wooten moved to approve, Mike Wilson seconded. All were in favor, motion passed.
- c.** Open Enrollment Dates 09/15/2020 – 10/15/2020 – Pavla Link informed Board of dates. Will work with Boone County Fiscal Court HR Department on finding out cost for Vision and Life Insurance for BCCDKY Staff.
- d.** Technical Assistance Grant (75/25) – Mark Jacobs gave update.
- e.** FY 2018-2019 Audit Report – Board received report and will formulate response. Deadline is 12/31/2020.
- f.** Rebecca Ortwein asked about BCCDKY truck. Mark Jacobs gave update that truck is currently in for maintenance, sliding bed is on order.
- g.** Debra Waller informed Board that she has resigned from Eagle RC&D.

VII. ADJOURN. Mike Wilson made motion to adjourn, Matt Wooten seconded the motion. All were in favor, motion passed. Meeting Adjourned at 7:47pm.