



Board Meeting Minutes

July 18, 2023, 6:00 p.m.

6028 Camp Ernst Rd., Burlington, KY 41005, Rouse Room

ZOOM: Meeting ID: 854 7030 5366 Passcode: 202866

Present: Board Supervisors: Matt Wooten, Debra Waller, Kathy King, Mike Wilson (via Zoom), Kevin Bond, Jeff Thomas, Shannon Galbraith-Kent, Ph.D. Staff members: Mark Jacobs, Susan Brown, Jasper Olsen, Pavla Link.

I. CALL TO ORDER: Matt Wooten called the meeting to order at 6:02pm.

II. MINUTES:

a. June 20, 2023, Board Meeting Minutes to Approve – Debra Waller made motion to approve, Kathy King seconded the motion. All were in favor, motion passed.

III. TREASURER’S REPORT:

a. Mike Wilson presented June 2023 Treasurer’s Report – Kathy King made motion to accept the report, Kevin Bond seconded the motion. All were in favor, motion passed.

b. Per Diem – Mike Wilson presented Per Diem summary. Jeff Thomas made a motion to approve July Per Diem, Debra Waller seconded the motion. All were in favor, motion passed.

c. Annual Financial Report FY 2022-2023 – Mike Wilson presented FY 2022-2023 Annual Financial Report. Kathy King made a motion to approve the report as presented. Shannon Galbraith-Kent, Ph.D. seconded the motion. All were in favor, motion passed.

IV. DISTRICT REPORTS:

a. Division of Conservation (DOC) Reports – presented by Matt Wooten. Discussion was held about backyard conservation practices and program opportunities.

b. NRCS Report – presented by Jasper Olsen.

c. District Staff Report Questions – Read independently.

d. Intern Report – Susan Brown gave a report on intern research and projects including bat and insect studies.

V. UNFINISHED BUSINESS:

a. FY 2023-2024 Budget Update – Matt Wooten gave an update. BCCDKY FY 2023-2024 Proposed Budget was approved by Boone County Fiscal Court and is effective July 1, 2023.

b. Land Use Update - Mark Jacobs gave an update on current projects in Boone County and upcoming meetings with KHLCF and Dan Beard Council.

VI. NEW BUSINESS:

- a. Forest Health Specialist Position – Mark Jacobs gave an update on Job Description. HR Committee to meet soon to review.
- b. KACD Annual Meeting Report – Kathy King and Debra Waller gave report on the annual meeting.
- c. Truck Update – Pavla Link updated the Board on the status of BCCDKY new truck. Purchase Order for 2023 Chevrolet Silverado 1500 (CK10743) 4WD Crew Cab 157” Work Truck in Summit White was submitted to Bachman Chevrolet as approved. The truck will be delivered to BCCDKY in the next couple of weeks.
- d. Bonding – Pavla Link presented a request to increase bonding for Mike Wilson and Mark Jacobs to cover the increase in BCCDKY budget. Matt Wooten suggested increasing the bond to \$1.3 million each. The current bond amount is \$1 million each. Debra Waller made a motion to approve the request, Kevin Bond seconded the request. All were in favor, motion passed. Pavla will request quote from Roeding / Great American Insurance.
- e. DIGS Appeal – Pavla Link presented a draft of appeal letter to SWCC regarding FY 2022-2023 DIGS score. Kathy King made a motion to approve the letter as written, Debra Waller seconded the motion. All were in favor, motion passed.
- f. Legal Notice – Pavla Link presented BCCDKY Legal Notice which will be published in the Kentucky Enquirer on August 16, 2023, in accordance with Chapter 65A.080 (2), KRS 424.220
- g. Boone County Fair Sign Up – Pavla Link provided the Board with a sign-up sheet for BCCDKY Boone County Fair booth.

VII. REMINDERS:

- a. Whistler’s Day – July 29, 2023, 8am – 1pm – Curtis Gates Lloyd WMA (Quail Forever)
- b. Paddle Fest Outdoor for All Expo - August 4, 2023, 4pm -8pm
- c. Boone County Fair – August 7-12, 2023

VIII. COMMITTEE MEETING DATES:

- a. Land Use Committee
- b. Education Committee
- c. HR Committee
- d. Budget Committee
- e. Executive Committee Meeting
- f. Government Affairs Committee Meeting

- IX. ADJOURN:** Jeff Thomas made a motion to adjourn, Kevin Bond seconded the motion. All were in favor, motion passed. Meeting Adjourned at 7:59pm.