

Edgewood Soil & Water Conservation District

Board Meeting Minutes

April 3, 2014

Call to Order

Meeting called to order by Chairman; David King at 10:00 AM.

Board Members in Attendance

David King; Chair, Lewis Fisher; Vice-Chair, Bill King; Secretary/Treasurer, Art Swenka; Member, and Juan Sanchez; Member

Board Members Absent & Excused

Bill Williams; Member and Mark Anaya; Member

Others Present

Brenda Smythe; District Manager, Kelly Smith; District Technician, Farley Vener; Hinkle & Landers, Kim Kostelnick; NMCCD, D'Llyne Bruce; USDA NRCS District Conservationist, and Katie Mechenbier; NMDA Representative.

Approval of Agenda

Request was made to move up agenda item "Land Use Planning" prior to board meeting. Motion made by Juan to approve the updated agenda second by Bill, motion carried.

Edgewood SWCD Land Use Planning Meeting

Kim Kostelnick facilitated the Land Use Planning Meeting. Today's meeting was to expand Resource Concerns for the Edgewood SWCD Area.

The following are the ESWCD list of Resource Concerns:

1. Water Conservation
2. Soil Conservation
3. Agriculture Farming/Ranching
4. Conservation Education
5. Wildfire Abatement
6. Culture & Customs

Approval of Minutes

Motion to approve the March meeting minutes by Bill, motion seconded by Juan, motion carried.

Treasurer Report

Brenda reviewed the Treasurer's Report. Bill motioned for approval of the Treasurer's Report, motion second by Juan, motion carried.

REPORTS

NMDA REPORT

Katie reviewed the NMDA Report. **(See Full Report)**

NRCS Report

D'Lynne reviewed the NRCS Report. **(See Full Report)**

Administrative / Technical Report

Report submitted in writing **(See Full Report)**

EXECUTIVE SESSION:

Executive Session

Jaun motioned to enter into Executive Session to discuss tentative audit findings. Motion second by Bill, motion carried.

Roll call vote to enter into Executive Session as follows:

David King – Yes
Lewis Fisher – Yes
Mark Anaya – absent
Bill Williams – absent
Bill King - Yes
Art Swenka – Yes
Juan Sanchez - Yes

Art motioned to exit out of Executive Session to discuss tentative audit findings. Motion second by Juan, motion carried

Audit Update

Farley Vener; Hinkle & Landers discussed the 2009, 2010 and 2011 audits. All have been approved by the NM State Auditor. 2009 and 2010 were still found with disclaimers, but 2011 was a clean audit. Most of the issues from previous years have been resolved or will be resolved by the next audit. Farley is happy with the progress that staff has made.

OLD BUSINESS

Edgewood Senior Center

Mark Valdez completed the Edgewood Senior Center Project, and has been paid. Kelly reviewed photo documentation with the board.

NEW BUSINESS

Building Maintenance

Ballast in the large conference room need to be replaced, and an estimate from TLC in the amount of \$766.62 has been received. Motion made by Lewis to replace the ballast, second by Art, motion carried.

Mill Levy Resolution

The 2014-2015 Mill Levy Resolution was discussed. Motion by Art Swenka to approve the Mill Levy Resolution, motion seconded by Lewis Fisher, motion carried. Roll Call vote was held:

David King – yea
Lewis Fisher – yea
Bill King – yea
Mark Anaya – absent

Art Swenka – yea
Bill Williams – absent
Juan Sanchez – yea

Budget Report

Attendees: David King, Juan Sanchez, Mark Anaya (via telephone), Brenda Smythe and Kelly Smith
The committee reviewed the 2013-2014 fiscal year budget and agreed to the changes as follows:

Increase Income:

Grants from \$100,000 to \$120,000

Increase Expenses:

Building Expenses from \$47,500 to \$48,500

Contract Service from \$32,000 to \$34,000

Insurance from \$18,000 to \$20,000

Meetings from \$18,000 to \$20,000

Payroll from \$205,000 to \$115,000

Professional Fees from \$32,000 to \$33,000

Travel & Fuel from \$28,000 to \$30,000

Personnel Committee Meeting – April 3, 2014

Attendees: David King, Juan Sanchez, Mark Anaya (via telephone), Brenda Smythe and Kelly Smith

The committee reviewed staffing and contract personnel. David King stated, and the committee agreed that staff and contractors are doing a very good job.

The committee agreed that Jerika will remain as contract personnel at least until December 2014 and Karlyn Bates contract personnel, will remain at 35 hours per week. Both Contract Personnel will get a 5% increase beginning immediately.

Full time employees should have received a 5% increase (per May 2013 Minutes) in November 2013, however, was never implemented. The committee agreed to pay Kelly and Brenda the retroactive increase up to this point, and to increase their salary from now another 3%, to be effective immediately.

Cost-Share Committee Meeting – April 3, 2014

Attendees: David King, Juan Sanchez, Mark Anaya (via telephone), Brenda Smythe and Kelly Smith

The committee reviewed the current cost share assistance rates. They agreed to keep the 75% cost-share assistance rate, and increase the maximum allowable to \$4500.

Next Board Meeting

The next board meeting will be held on Thursday, April 3, 2014 at 10:00 AM, followed by the 2nd Land Use Planning Meeting at 11:00 AM.

Adjournment

Motion for meeting adjournment at 12:32 AM by Art.

Bill King, Secretary/Treasurer