



**Board of Directors Meeting Minutes
Monday, August 8, 2011
USDA Service Center, Yorkville Illinois**

Present:	Absent:
Matt Kellogg, Chair	Jane Turner, Director
Butch Konicek, Vice Chair	Greg Firrantello, Associate Director
Scott Brummel, Sec/Treasurer	Pat Hogan, Associate Director
Deanna Bazan, Director	Anna Stinson, Associate Director
Bob Johns, Associate Director	Jen Hamer, District Conservationist
Kenneth Towles, Soil Conservationist	
Megan Andrews, Resource Conservationist	
Crystal Monsess, Administrative Coordinator	
Jenny Wold, Education Coordinator	
Nancy Martin, County Board Representative	

**Meeting called to order at 4:07 p.m.
By: Matt Kellogg, Chairman**

Chairman Kellogg called for additions to the agenda. There were none.

July Board meeting minutes were presented. The following action was taken:

Motion to approve the stated minutes by: Scott Brummel 2nd by: Butch Konicek Motion: carried

July Treasurer's Reports and a detail of checks and deposits were presented; the following action was taken:

Motion to approve the stated reports by: Deanna Bazan 2nd by: Scott Brummel Motion: carried

Reports:

Committee Reports: (Personnel-Finance, Policy, Education, Sp. Events/PR/Legislative, NRI/BMP/Ag Practices, AD-HOC)

a. Special Events:

a. Kendall County Fair: Jenny provided an overview of fair and the events that were provided

Kendall County Board: Nancy mentioned that she would like to see the following items on the finance committee agenda: increase surcharge for Ken Com and discussion whether the county should have an auditor or a recorder.

Regional Representative: report provided in correspondence

AISWCD Update: Megan provided a legislative update

NRCS: Jen Hamer, District Conservationist and Kenneth Towles, Soil Conservationist: as written

SWCD Staff:

Megan Andrews, Resource Conservationist: as written with highlights

Crystal Monsess, Administrative Coordinator: provided a verbal report

Jenny Wold, Education Coordinator: as written with highlights

Old Business:

1. July timesheets were presented and the following action was taken:

Motion to approve timesheets by: Butch Konicek 2nd by: Scott Brummel Motion: carried

2. **Annual Plan of Work:** FY12 APO was presented and the following action was taken:

Motion to approve the FY12 APO by: Deanna Bazan 2nd by: Scott Brummel Motion: carried

3. **NRCS Civil Rights:** Crystal passed the civil rights papers that the board needed to sign.

4. **NRCS MOU Review:** continued
5. **West Suburban Letter:** Crystal explained that the bank was still looking for a response from some time ago as to whether Scott Brummel was needed to be on the signatory card at West Suburban. The decision was that it was not necessary for Scott to be on the card. A letter was drafted to inform the bank.

New Business:

1. **The Conservation Foundation – Citizen’s guide request:** After discussion, it was decided to keep one copy of the guide in the office for viewing and to direct individuals to TCF for additional copies.
2. **2011-2012 Employee Contracts:** contracts were presented.
Motion to approve 2011-2012 contracts by: Butch Konicek 2nd by: Deanna Bazan Motion: carried
3. **FY12 Average Cost List:** the cost list was provided and the following action was taken:
Motion to approve the FY Average Cost List by: Deanna Bazan 2nd by: Butch Konicek Motion: carried
4. **FY12 Partners for Conservation Allocation:** Megan has suggested a request amount of \$30,000.
Motion to approve a request for \$30,000 by: Deanna Bazan 2nd by: Butch Konicek Motion: carried

Correspondence and Board Correspondence: The board reviewed presented correspondence.

Adjournment: Scott Brummel moved to adjourn the meeting. Deanna Bazan 2nd. Meeting adjourned at 4:36 p.m.

Next regular scheduled board meeting will take place on Monday, September 12th at the Outdoor Education Center in Yorkville.

Respectfully submitted,
Crystal Monsess, Administrative Coordinator