



744 La Guardia Street, Building A, Salinas, CA 93905

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## OCTOBER 2017– REGULAR MEETING MINUTES—approved 11/14/2017

Regular Board Meeting, Thursday, October 19, 2017, 10:00 A.M. – 12:00 P.M.

Directors Present: B. Jefferson, B. Lipe, B. Plemmons, J. Devers, E. Gardner  
Directors Absent: R. King, L. Ferrasci  
Others Present: P. Robins (RCDMC), J. Warner (NRCS)  
Recorder: P. Robins

<u>Time</u>	<u>Agenda Topics</u>	<u>Presented by</u>
10:10 A.M.	<u>Call to Order</u>	<u>B. Jefferson</u>

*Approval of Agenda:* Director Lipe requested addition of approval of Director Plemmons as RCDMC Delegate to CARCD Annual Conference to Business portion of agenda.

*Public Comment:* none.

<u>Consent Agenda</u>	<u>B. Jefferson</u>
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*Minutes from the September, 2017 Meeting.*

*Staff Activities Report for September 2017*

Director Lipe moved to approve the consent agenda items. Director Plemmons seconded the motion, which was approved by a 4-0 vote.

### Reports

*Executive Director Report:* Robins commented that there were 34 participants in the October 11 Conservation Farming Bus Tour, the food prepared by Director Jefferson's crew was excellent, and that he has had follow up communication with Assemblymember Caballero's staff regarding two items of particular interest to her: farmworker education and baseline funding for RCDs. Robins confirmed that he accepted an invitation to participate in a CDFA 'Climate Smart Agriculture' Mission to Chile at the end of November. Robins will be attending the CARCD conference along with RCDMC Ecologist Zefferman and Director Plemmons in mid-November. Robins is working with Zefferman and Barker on 3-RCD application to the State Coastal Conservancy for Proposition 1 grant funding for extension of the Integrated Watershed Management Program, due October 31.

*NRCS Report:* J. Warner informed the board that he is working on EQIP applications for 10 cropland, 3 rangeland, and 2 forestry contracts in Monterey County. He clarified that current rules require that an applicant's lease on a farm needs to be at least as long as the EQIP contract term in order to be eligible.

*Executive Committee Report:* Directors King and Devers met by phone in an ad hoc subcommittee to select the best proposal from those provided, with concurrence from Director Lipe. Director Lipe described the process for selecting Kristen Fletcher's proposal for business plan development. Hers was the most directly responsive to our needs as well as the lowest cost. She works out of Pacific Grove.

*Finance Committee Report:* None.

*Outreach/Education Committee Report:* None.

Old or Standing Business (Review & Approval)P. Robins / Directors

*Monthly Financial Statements:* P. Robins presented the financial statements regarding Accounts Receivable, Payables and Bank balances for the period ending October 20, 2017. The accrual account balance on October 20, 2017 was \$214,932.44 with \$50,040.01 in the Chase Bank and County Treasury accounts (taking into account checks to be signed at the meeting), \$629,790 in liabilities, and \$794,682.46 due to the RCD as receivables from various grants and outstanding invoices. By comparison, the Accrual accounting balance for District Funds stood at \$198,895.09 on September 21, 2017.

*Expenses:* P. Robins presented the list of detailed expenses to be paid in October including bi-weekly salary through October 15, one-time and recurring miscellaneous expenses, and reimbursement for expenses incurred during the month of August, totaling \$361,260.76.

Approval for the October financial statements and for September & October expenses from the Chase Bank account was motioned by Director Gardner, seconded by Director Lipe and passed by a unanimous vote of directors present (4-0).

*Supplemental Disability Policy for Staff:* Robins briefly reviewed the potential supplemental Disability Insurance quote that the RCD had received that would cost approximately \$131/month if selected by the RCD Board. Director Lipe moved to approve the provision of supplemental Disability Insurance at that level, with a request to inquire regarding flexibility to modify or adjust the policy in the future. Director Gardner seconded the motion and all voted to approve (4-0).

New BusinessDirectors/ Robins

*Business Planning Consultant discussion:* Kristen Fletcher, the consultant selected to guide the RCD Board and staff through a business planning process in the coming year, joined the meeting by phone to introduce herself, give an overview of the plan development process, and solicit questions from Board Members in preparation for starting work with background information-gathering this fall. The process with the board will begin in January. Directors noted two items to include in planning discussions: consideration of 'legacy' funding or land donations, and development of a clear, simple description of the RCD for messaging and marketing ('elevator speeches'). Robins is to set an appointment with Fletcher in early November for her initial information-gathering and further introduction to the RCD.

Robins told the board that despite being the lowest bid, Fletcher's budget of \$10,500 is \$3,500 over the amount available from the DOC grant received last spring, so the board would need to approve the expense of funds from the RCD's contingency line in the Annual Budget, from which \$8,000 is available, unless the workplan can be reduced or partly assumed by staff. Robins will meet with Directors Devers and King regarding contract development. Directors requested that the phasing of work and payments be clarified with inclusion of language allowing modification of the contract dependent upon the quality of work in each phase.

*Fall Outreach Event:* Robins provided an update on the progress for the October 20 'Meet Your Makers! Central Coast Cheese and Wine Celebration' to be hosted by Happy Girl Kitchen for the RCD.

*Spring RCD BBQ Date and Venue:* Robins informed the board that there were no events in April planned by the Farm Bureau or Grower-Shipper Association. Director Jefferson recommended setting Friday, April 20 as an initial event date for which to request reservations at potential venues: Salinas Rodeo Room and Pesagno Winery. He and Director Lipe will make those inquiries

*NACD Survey:* Robins walked board members through questions in a survey circulated by the National Association of Conservation Districts regarding their services to RCDs. Robins was to submit their responses to the online survey at the meeting.

Strategic Discussion

Directors/ Robins

*Board subcommittees regarding workplans:* Postponed for lack of time.

*Board development and recruitment:* Director Devers recommended soliciting recommendations for potential Associate Directors and Advisors from participants in the recent tour. Director Lipe suggested that members of regulatory agencies be considered as a means of building their understanding for the regulated community’s experiences and concerns. He noted that there are several Regional Water Quality Control Board Members in the Monterey Bay area that could be approached. He also suggested Jim Orradre as a potential candidate. Robins and Devers are to meet to discuss other potential candidates from the tour and Listening Sessions participants.

Announcements

Directors/ Robins

The SpeakOff Competition will be held on October 24 at 4pm; the next board meeting will be held on an irregular date to accommodate Thanksgiving and the CARCD conference. Director Lipe will serve as a judge for the SpeakOff.

12:20 P.M.

Meeting Adjourned

B Jefferson

The next Regular RCD meeting will be held:  
Date: **TUESDAY, November 14, 2017, 10 A.M.**  
Location: **RCD Office, 744A LaGuardia St, Salinas**