



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

(831) 424-1036, ext. 124

FEBRUARY 2012– REGULAR MEETING MINUTES—*approved 3/15/2012*

Regular Board Meeting, Thursday, February 16, 2012, 10 A.M. - 12 P.M.

Directors Present: P. Binsacca, S. Cobb, R. King, J. Devers, B. Jefferson, T. Roberts (Associate)
Directors Absent: M. Duflock
Others Present: P. Robins (RCDMC), Kathy Garcia (HW)
Recorder: P. Robins

<u>Time</u>	<u>Agenda Topics</u>	<u>Presented by</u>
10:10 A.M.	<u>Call to Order</u>	<u>P. Binsacca</u>
	<u>Comments from the public</u>	
	None.	
	<u>President's and Directors' Comments</u>	<u>P. Binsacca/ Directors</u>
	None.	
	<u>Minutes for January 2012 Meeting (Review for Approval)</u>	<u>P. Robins/Directors</u>
	Minutes from the January 19, 2012 Meeting were presented and reviewed. B. Jefferson moved to approve the January 2012 meeting minutes as presented; S. Cobb seconded the motion; the motion was approved by 5-0 vote.	
	<u>Fiscal Years 2009-10 & 2010-11 Audit Report</u>	<u>K. Garcia/Directors</u>
	K. Garcia of Hayashi & Wayland presented their completed audit report of the RCD's financial statements for the prior two fiscal years. She distributed copies of the report and two attached letters from H&W. In summary, they found no significant deficiencies in the RCD's financial statements, but did have two recommendations for minor improvements regarding year-end accrual entries and establishment of a policy regarding the unassigned fund balance associated with the RCD 'scholarship fund'. Directors thanked Ms. Garcia for her work and will formally accept the report at the next scheduled Board Meeting.	
	<u>NRCS Update</u>	
	No update this month.	
	<u>Budget and Finances (Review & Approval)</u>	<u>P. Robins/Directors</u>
	<i>Monthly Financial Statements and Bills:</i> P. Robins presented financial statements regarding Accounts Receivable, Payables and Bank balances for the period ending February 16, 2012. The accrual account balance on February 16 stood at \$184,153.81, with \$31,610.24 in the Chase Bank and County Treasury accounts (taking into account checks to be signed at the meeting), \$15,973.23 in liabilities, and \$168,516.80 due to the RCD as receivables from various grants and outstanding invoices. By comparison, the Accrual accounting balance for District Funds stood at \$180,693.35 on January 19, 2012.	
	P. Robins indicated that if sufficient new payments against the large list of receivables did not come in the next month, he would initiate preparations for a loan or line of credit in order to avoid a negative cash flow situation. Payments for loan fees were included in the approved 2011-12 RCD Budget in anticipation of this eventuality, but P. Robins considered it likely that long-standing receivables should be coming through prior to the next board meeting and that a loan would not likely be necessary. Directors expressed concern about this eventuality and J. Devers and P. Binsacca asked to be consulted when the time comes to initiate loan applications.	

P. Robins presented the list of detailed expenses to be paid in February including bi-weekly salary through February 12, one-time and recurring miscellaneous expenses and reimbursement for expenses incurred during the month of February. Approval for the February financial statements and for February expenses from the Chase Bank account was motioned by R. King, seconded by J. Devers and passed by a 5-0 vote.

Program Updates

P. Robins

P. Robins provided an overview of progress in four work areas:

- The Greater Monterey County IRWMP ‘Water Resource Project Coordination’ process
- Range water quality coordination with members of the Central Coast Rangeland Coalition
- Outreach coordination with Monterey Peninsula Regional Park District and Monterey Peninsula Water Management District for a ‘Watershed Work Day’ in Carmel Valley this coming spring
- Communications with Elkhorn Slough Reserve regarding RCD assistance with ag and grazing leases.

New Business

P. Robins/Directors

P. Robins introduced a draft Conflict of Interest policy for Board consideration at the next scheduled Board Meeting. The long-standing exemption from the requirement for a COI policy obtained by the former Monterey Coast RCD no longer applies to RCDMC due to the size of the RCD budget (over \$100,000/year).

Closing Discussion

Directors

Board members briefly discussed possible candidates for the remaining empty 7th board seat and the expression of interest by L. Ferrasci of Carmel Valley. Ms. Ferrasci has been sent information about board service and will attend a Board Meeting in the near future in order to be considered for appointment.

12:10 P.M.

Meeting Adjourned

P. Binsacca

The next regular RCD meeting will be held:

Date: **March 15 2012, 10:00 A.M.**

Location: **Salinas Service Center: 744-A LaGuardia St., Salinas, CA 93905.**