



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

(831) 424-1036, ext. 124

JANUARY 2014– REGULAR MEETING MINUTES—approved 02/20/2014

Regular Board Meeting, Thursday, January 16, 2014, 10:00 A.M. – 12 P.M.

Directors Present: B. Jefferson, J. Devers, S. Cobb, L. Ferrasci, R. King
Directors Absent: P. Binsacca, M. Duflock
Others Present: P. Robins (RCDMC), B. Schoch (NRCS), M. Grace
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>
	<u>Comments from the public</u>	
	None.	
	<u>President's and Directors' Comments</u>	<u>Directors</u>
	None.	
	<u>Minutes for December 2013 Meeting (Review for Approval)</u>	<u>P. Robins/Directors</u>
	Minutes from the December 19, 2013 Meeting were presented and reviewed. S. Cobb moved to approve the December 2013 meeting minutes; J. Devers seconded the motion; A 5-0 vote of directors approved the motion.	
	<u>NRCS Update</u>	<u>B. Schoch</u>
	B.Schoch spoke in lieu of R. LaFleur, who was in Big Sur assisting landowners affected by the Pfeiffer Ridge fire. The County of Monterey has requested Emergency Watershed Protection funds for structure protection downslope of the burned areas. NRCS has a new Soil Conservationist, April Jernberg, who will be in the Salinas office 1-2 days per week. B. Schoch requested inclusion of a presentation on the USDA NRCS Civil Rights process on the agenda for the RCD's next meeting.	
	<u>Presentation of Draft Audit of 2012-13 Financial Records</u>	<u>M. Grace</u>
	M. Grace of Grace and Associates presented the draft audit documents to the Board. Their audit gave an 'unqualified opinion' that the financial statements fairly represent the RCD's financial positions at the beginning and ends of the audited period. An 'unqualified opinion' is the best possible desired from an audit. The only improvement recommended from the audit was regarding the accrual of grant revenues at the turn of the fiscal year, which is easily rectifiable and should be easy to manage in preparation for future audits. The auditor recommended RCD adopt a policy confirming this practice for future audits, which the Board directed P. Robins to draft for the next board meeting.	
	<u>Budget and Finances (Review & Approval)</u>	<u>P. Robins/Directors</u>
	<i>Monthly Financial Statements and Bills:</i> P. Robins presented the financial statements regarding Accounts Receivable, Payables and Bank balances for the periods ending January 16, 2014. The accrual account balance on January 16 was \$140,613.25, with \$12,849.41 in the Chase Bank and County Treasury accounts (taking into account checks to be signed at the meeting), \$70,160 in liabilities, and \$197,923.35 due to the RCD as receivables from various grants and outstanding invoices. By comparison, the Accrual accounting balance for District Funds stood at \$151,986.78 on December 19, 2013. P. Robins expressed concern to the Board regarding the RCD's cash flow and requested guidance for possible sources for 'line of credit' loans other than Chase Bank, which had terms the RCD could not meet. Directors recommended working with a local bank such as Pacific Valley Bank, which the RCD had an account with in the past.	

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

New Business

Directors/ S. Darington

The item to discuss Form 700 submissions was postponed because guest, S. Darington, could not attend the meeting.

Program Updates

P. Robins

- P. Robins provided a pictorial review of several RCD projects:
 - the design for the Santa Rita Creek Urban Greening project
 - the Riverside Campground bridge site under different flood conditions
 - erosion control seed and straw applications on area hillside farms, as assisted by B. Burgoa, RCDMC Program Engineer
- He also gave a summary of activities regarding permitting and design for Salinas River weed management and flood control activities underway by The Nature Conservancy in potential coordination with the RCD's Salinas Watershed Invasive Weed Control program plans.

Closing Discussion

Directors

A Special Meeting to discuss District function will be held on February 7, 2014 at the RCD from 9am to 12pm.

12:00 P.M.

Meeting Adjourned

B. Jefferson

The next Regular RCD meeting will be held:

Date: **February 20, 2014, 10:00 A.M.**

Location: **RCDMC Office, 744-A LaGuardia Street, Salinas, CA**