



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

(831) 975-7775

MARCH 2018– REGULAR MEETING MINUTES—approved 4/19/2018

Regular Board Meeting, Friday, March 23, 2018, 9:00 A.M. – 1:00 P.M.

Directors Present: B. Jefferson, J. Devers, R. King, L. Ferrasci, B. Plemmons, B. Lipe, E. Gardner

Directors Absent:

Others Present: P. Robins (RCDMC), E. Zefferman (RCDMC), B. Burgoa (RCDMC), L. Murphy (RCDMC), A. Carter (RCDMC), K. Fletcher (consultant), A. Tokunaga (NRCS)

Recorder: Robins

<u>Time</u>	<u>Agenda Topics</u>	<u>Presented by</u>
9:10 A.M.	<u>Call to Order</u>	<u>B Jefferson</u>

Meeting was called to order once a quorum of Board Members was present. Approval of Agenda: No changes requested.

Public Comment: None.

<u>Consent Agenda</u>	<u>B Jefferson</u>
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- Minutes from the February 22, 2018 Meeting.
- Staff Activities Report for February 2018

Director King moved to approve the consent agenda. Director Devers seconded the motion, which was approved unanimously.

Reports

Executive Director Report: Robins informed Board Members of the status of a new Professional Services Agreement in development by the Monterey County Resource Management Agency (RMA) to fund fire fuel vegetation management coordination through the RCD for the coming fiscal year.

Executive Committee Report: Director King described the meeting she and Robins attended in Aptos on March 12 with RCDs in San Mateo, Santa Cruz and San Luis Obispo counties for developing a ‘durable collaboration’ among the RCDs to share skills and leverage resources for our work in our respective counties.

NRCS Report: Allison Tokunaga (NRCS Range Conservationist) gave a brief update on NRCS Farm Bill program activities. The most recent ‘batch’ of EQIP contracts will provide \$563,717 in cost-share for conservation projects on 16 properties. Five of those are on rangeland, and the remainder on cropland.

Finance Committee Report: None.

Outreach/Education Committee Report: Deferred to Annual BBQ Discussion under New Business.

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 February 23, 2018. The accrual account balance on March 23, 2018 was \$204,007.83 with \$93,316.92 in the Chase Bank and County Treasury accounts (taking into account checks to be signed at the meeting), \$328,489 in liabilities, and \$439,179.89 due to the RCD as receivables from various grants and outstanding invoices. By comparison, the Accrual accounting balance for District Funds stood at \$202,370.91 on February 22, 2018.

Expenses: P. Robins presented the list of detailed expenses to be paid in March including bi-weekly salary through March 18, one-time and recurring miscellaneous expenses, and reimbursement for expenses incurred during the month of February, totaling \$86,340.76.

Director Devers requested that a line be added to the Fund Balance spreadsheet to include a sub-subtotal for long-term withholding items (such as with WCB grants). She also requested clarification regarding pink highlighted items in the cash-flow spreadsheet for the next meeting. Approval for the March financial statements and for February and March expenses from the Chase Bank account was motioned by Director King, seconded by Director Lipe and passed by a unanimous vote of directors present (7-0).

Special Presentation

Business Planning – Session III, focused on Revenue Sources: Consultant Kristen Fletcher led the board through a review, discussion and prioritization of existing and potential revenue sources relative to RCD objectives and capacity. Directors concurred with Fletcher's recommendation of applying to participate in the Monterey County Gives campaign as a relatively easy first step for general fund-raising and means to gain exposure to the philanthropic community. They and Robins briefly discussed the need for caution in development of the education project under the DOC grant, for which private funding would be a likely target, so that staff are not stretched too thin by promising too much. Robins suggested including a direct funding request to the County of Monterey as another likely revenue source as has been effective for other RCDs in California. For the next planning session, Fletcher informed the board that she would prepare three marketing documents for different audiences (corporate, large individual donors, and the Community Foundation), recommendations for taglines & 'elevator' speeches, and guide them through prioritizing potential donors. She requested feedback from them on any documents prepared so far by April 4. Director Gardner gave a brief description of the philanthropic process for her company, Driscoll's Berries.

New BusinessDirectors/ Robins

Staff Presentation: A. Carter, RCD Civil Engineer gave an overview of some of the projects for which she has developed designs (sediment basin, spillway, and basin upgrade) and some of the issues encountered related to County review and permitting.

LAFCO Special District Representative: Board members briefly discussed the four candidates listed for potential selection. Director Ferrasci moved to select Mary Ann Leffel. Director Jefferson seconded the motion, and all voted to approve the motion.

Spring BBQ Planning: Robins recorded each Director's food contributions and potential donors to solicit for BBQ auction items and sponsorships. Director Devers requested that a credit card reader be procured for the event to simplify collection from auction winners. Robins was directed to contact land-judging event teachers for attendance at the event and to confirm attendance by the 2017 and 2018 Range Camp scholarship recipients.

Announcements

Directors/ Robins

None.

1:15 P.M. Meeting Adjourned

B Jefferson

Next Regular RCD meeting:

Date: **THURSDAY, April 19, 2018, 10 A.M. – 12 P.M.**
Location: **RCDMC Office, Salinas**

