



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

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October 18, 2018– MEETING MINUTES—Approved 11/20/2018

Regular Board Meeting, Thursday, October 18, 2018, 10:00 A.M. – 12:00 P.M.

Directors Present: B. Jefferson, R. King, B. Lipe, B. Plemmons (remote)

Directors Absent: J. Devers, L. Ferrasci, E Gardner,

Others Present: P. Robins (RCDMC), M. Barker (RCDMC), M. Errea (RCDMC), A. Tokunaga (NRCS)

Recorders: M. Barker, P. Robins

<u>Time</u>	<u>Agenda Topics</u>	<u>Presented by</u>
10:26 A.M.	<u>Call to Order</u>	<u>B. Jefferson</u>

Consent Agenda

- *Minutes from the August 14, 2018 Meeting (no quorum in September).*
- *Staff Activities Report for August 2018 and September 2018.*

Director King moved to approve the consent agenda. Director Lipe seconded the motion and all moved to approve.

Reports

Executive Director Report: No report

Executive Committee Report: B. Plemmons attended the Central Coast Area RCD meeting the previous day. He reported that the Central Coast Area RCD group is looking for President to represent the area to the state association (CARCD). Brent is the Vice President of the Central Coast Area RCD committee. At the meeting, RCD's shared their challenges, accomplishments and Board best practices.

NRCS Report: No report.

Finance Committee Report: We received a draft audit report. It showed a fund balance decrease of approximately \$2,000 and no deficiencies in financial management and recording. The final audit report will be presented by the auditor at the November meeting.

Old or Standing Business

P. Robins / Directors

Monthly Financial Statements: M. Errea presented the financial statements regarding Accounts Receivable, Payables and Bank balances for the period ending October 19, 2018. The accrual account balance on October 19, 2018 was \$181,751.77 with -\$9852.09 in the Chase Bank and County Treasury accounts (taking into account checks to be signed at the meeting), \$880,201.28 in liabilities, and \$1,071,805.14 due to the RCD as receivables from various grants and outstanding invoices. By comparison, the Accrual accounting balance for District Funds stood at \$184,140.87 on September 25, 2018. M. Errea reported that the temporary cash flow shortfall is related to high seasonal staffing costs (13 in total because of Salinas River work) and slow grantor reimbursements. Robins discussed the need for and challenges of acquiring cash flow

bridge funding without collateral typically needed to secure a loan. He is initiating communication with the County Administrator's Office regarding assistance with a line of credit. Pacific Valley Bank and Community Foundation have both been approached unsuccessfully. Director Lipe indicated he would inquire with Pacific Valley Bank about a different approach for acquiring a loan. Robins' goal is to have \$50,000 in a cash fund to act as a financial buffer to cover expenses during appropriate times.

Expenses: M. Errea presented the list of detailed expenses to be paid in October including bi-weekly salary through October 19th, one-time and recurring miscellaneous expenses, and reimbursement for expenses incurred during the month of September and October, totaling \$72,838.47.

Director Lipe moved to approve the September and October financial statements and the August, September and October expenses. Director King seconded the motion, and all moved to approve.

Fund-raising/Education Planning: Directors discussed potential contacts for making individual appeals for challenge donations for the upcoming MC Gives! campaign. Suggested donation request size was \$100 or more, with offer of two free tickets to Cheese & Wine event.

New Business

Directors/ Staff

Shaun Richards introduced himself as the new RCDMC Ag Water Management Specialist and discussed his short term and long-term goals for building his network with Monterey County growers and partners.

Directors discussed plans for the October 25 Cheese and Wine celebration. Director King reported that Monterey County Weekly published an ad for the event, KAZU is running announcements, and the following producers are participating: Cima Colima (attending and pouring wine), Odonata (providing wine only), Central Coast Creamery (providing cheese only), and Schoch Dairy, Garden Variety Cheese & Las Lomas Lavendar/Honey all providing products and attending. Happy Girl Kitchen, the host, will also provide samples of their products. Robins indicated he would have a brief presentation focused on introducing the producers and making an ask for MC Gives! contributions. Barker will prepare a vinyl banner and a new e-blast message for the event as well.

Robins confirmed that the Annual BBQ is set for April 12th, 2019 at the Salinas Rodeo Room, and directors confirmed their intent to have the event be in partnership with the Salinas River Management Association, similar to last year.

Directors discussed pending term ends for Directors Gardner, Devers and Lipe that would need to be recommended for continuation by a vote at the November Board Meeting. At this point, no Directors had indicated that they were not interested in re-appointment.

Announcements

Directors/ Robins

Director King announced that she would be hosting a hedgerow workshop on November 10 from 1-4pm.

11:55 A.M. Meeting Adjourned

Next Regular RCD meeting:

Date: Tuesday **November 20th, 10am**
Location: **RCDMC Office, Salinas**