



# Van Buren Conservation District

Minutes of June 28, 2023 Regular Board Meeting

Minutes Prepared by: Lia Will, Administrative Associate

VanTassel called the regular June 28, 2023 business meeting to order at 10:00 AM.

## Roll Call of Board Directors:

- Chairperson, Bill VanTassel – present
- Vice-chairperson, Jan Petersen – present
- Treasurer, Carl Druskovich – present
- Secretary, Paulette Rybarski – present
- Member, Ron Klein – present

## Others Present

- Emilly Hickmott, Deputy Administrator
- Lia Will, Administrative Associate
- Gabriel Francisco, Conservation Technician

**Approval of Agenda:** Motion by Petersen, 2<sup>nd</sup> by Rybarski to accept the June 28, 2023 regular board meeting agenda as presented. Motion carried.

**Minutes:** Motion by Rybarski, 2<sup>nd</sup> by Klein to accept the May 24, 2023 regular board meeting minutes as presented. Motion carried.

**Public Comment:** None.

## Treasurer's Report:

- Financial statements for May 2023 were presented. Motion by Rybarski to approve the May 2023 financial statements as presented 2<sup>nd</sup> by Klein. Motion carried.
- The bills of June 2023 were presented and discussed. Motion by Klein, 2<sup>nd</sup> by Rybarski to approve the payment of bills of June 2023 as presented. Motion carried.
- Payroll & Paid Time Off Accumulation Report for May 2023 was presented. Motion by Petersen, 2<sup>nd</sup> by Klein to approve payment of payroll for May 2023 as presented. Motion carried.

## Old Business:

- **VBCD Property Update:** The Schley Nelson Architects contract was signed. Druskovich and VanTassel have a meeting with Schley Nelson Architects on July 11 and will share at the next board meeting.
- **VBCD Foundation:** None.
- **Management Team Update:** The press release for the Executive Director transition will be published late August or early September. The transition will be announced at the annual meeting. Staff reviews have started and will be completed by August 31, 2023 after review by Druskovich.
- **2023 Annual Meeting:** Advertising is out and invitations were sent for the annual meeting. All Van Buren County residents are welcome to attend.

## New Business:

- **Grant Application Submitted: Michigan Department of Agriculture & Rural Development (MDARD) | MAEAP Communications Workgroup Grant, \$804.16 project cost | expected decision date 31 July 2023:** Finalizing grant application used to fund the MAEAP Field Day Event on August 17, 2023.



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- **MDARD Operation Review:** MDARD presented four surveys for Conservation Districts to use to rate their best management practices. The consensus of the board was to complete the surveys during the current meeting. Board Governance: Discussion resulted in “K” responses. Legal Requirements Element: Discussion resulted in all “Yes” answers. Planning and Conservation Delivery Element: All agreed on “K” for each response. Policy Standards Element: All resulted in “Yes” responses with a note to work on a social media policy preferably at the state level.

## **Committee Updates:**

- **Fund Development (Petersen, Rybarski, Sinclair):** A meeting needs to be scheduled.
- **Property Development (Druskovich, VanTassel):** A meeting with the Schley Nelson Architects is scheduled for July to discuss the District’s property.

**Farmland and Open Space Preservation [Part 361 (Public Act 451 of 1994)] Application for Review:** None.

## **Board Director Reports:**

- **Chairperson:** VanTassel shared that a meeting with DNR Wildlife Biologist and DNR Director will take place on managing 400 acres of wetland in Almena Township. **Vice Chairperson:** The grazing workshop and Kalli’s radio post were epic. **Treasurer:** Catching up on past reports. **Secretary:** Glad to be on the Board. **Member:** Klein shared status of the request for a gravel pit in Arlington Township.

## **Van Buren Conservation District Staff Reports:**

- **Deputy Administrator’s Report:** written. **Administrator’s Report:** none. **Ag Conservation/Water Quality Projects Report:** written. **CISMA Report:** written. **MAEAP Report:** written. **NACD/NRCS TA Report:** written. **NRCS CT Report:** written. **Outreach Report:** written. **Produce Safety Report:** none. **Resource Recovery Report:** written.

## **Cooperating Agency Reports:**

- **FSA Report:** None. **Land Preservation Board Report:** None. **MDARD Report:** written. **MSUE Report:** - None. **NRCS:** None. **Van Buren Conservation District (VBCD) Foundation:** None.

**Other Correspondence:** None.

**Next Board Meeting:** July 26, 2023 | 10:00 AM | VBCD Office | 1035 E Michigan Ave., Paw Paw, MI 49079

**Adjournment:** Motion by Druskovich, 2<sup>nd</sup> by Klein to adjourn the meeting at 11:38 AM. Motion carried.

**APPROVED:**

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Signature

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Date