

# SHASTA VALLEY RESOURCE CONSERVATION DISTRICT

Siskiyou County, California

Summarized **MINUTES** from Board of Directors' regular meeting of Shasta Valley Resource Conservation District, Yreka, California, on May 11, 2016.

Directors Present: Bill Hirt, Beth Sandahl, Chris Robertson, Ryan Walker

Associate Directors: Justin Sandahl

Staff Present: Karen Mallory, Ayn Perry

Guests in attendance: John Morris, Heather Wood

## **Call to Order**

The meeting was called to order at 6:10 p.m. by Bill Hirt.

## **Review and Approval of Agenda**

The agenda was approved by common consent with the addition of Business item #6 to discuss the June meeting date.

## **Introductions**

Introductions were done.

## **Public Comment**

None

## **Approval of Minutes:** Regular Meeting April 13, 2016

ACTION: Approve minutes of April 13, 2016.

MOTION: Hirt; SECOND: Sandahl; AYES: Unanimous (Hirt, Sandahl, Robertson, Walker); NOES: None;

ABSTENTIONS: None.

## **Financial Report**

Financial Report was reviewed.

Available Unrestricted Funds Balance as of 4/30/16           \$ 28,743.26

Restricted Funds Balance as of 4/30/16                   \$ 18,389.31

ACTION: Approve Financial Report. MOTION: Walker; SECOND: Robertson; AYES: Unanimous (Hirt, Sandahl, Robertson, Walker); NOES: None; ABSTENTIONS: None.

## **IRS Penalties/Interest from 2012 and 2013 Payment Errors**

An update on the IRS appeal was discussed.

## **Budget Transfer** – None

**Financing Options** – A letter requesting support from the County was discussed.

## **Ratify Payroll**

ACTION: Ratify payroll; MOTION: Walker; SECOND: Robertson; AYES: Unanimous (Hirt, Robertson, Sandahl, Walker); NOES: None; ABSTENTIONS: None.

## **Approval of Bills**

ACTION: Approve warrant authorizations; MOTION: Walker; SECOND: Sandahl; AYES: Unanimous (Hirt, Sandahl, Robertson, Walker); NOES: None; ABSTENTIONS: None.

## **Approval of Donation(s) Received** – None

### **Correspondence**

A flyer for a bird walk sponsored by USFWS was shared. A thank-you note to CDFW for providing office space during the NRCS remodel was signed.

### **RCD Reports – Board, District Administrator and Staff** (may be heard anytime during meeting)

Heather Wood (NRCS) gave an update on funded NRCS projects, which is down to only 8 at this time. She added that they had advertised the Forester position. She also stated there will be a Local Area Meeting coming this summer.

John Morris (USFWS) gave an update on their funding cycle for projects.

Karen Mallory (SVRCD) reported on the North Coast Resource partnership meeting that was held in Yreka. She also reported that she is working on the Shasta River Watershed Stewardship Report which documents the completion of projects and is due at the end of June.

Bill Hirt and Chris Robertson provided information on the groundwater meeting put on by the County that they had attended.

### **County Supervisor's Report**

None present.

### **Other Agency/Group Reports**

None

### **Business**

1. Approve 2016-2017 Recommended Budget  
2016 – 2017 Budget was reviewed and discussed.  
ACTION: Approve 2016-2017 Recommended Budget. MOTION: Walker; SECOND: Hirt; AYES: Unanimous (Hirt, Sandahl, Walker, Robertson); NOES: None; ABSTENTIONS: None.

2. Approve hiring part-time Project Coordinator  
Karen Mallory (SVRCD) explained the Board had approved hiring Renee Casterline last month as an independent contractor for project support, but it was later determined that hiring her as an employee was more appropriate for the funding sources and type of work.  
ACTION: Approve hiring Renee Casterline as part-time employee. MOTION: Walker; SECOND: Sandahl; AYES: Unanimous (Hirt, Sandahl, Walker, Robertson); NOES: None; ABSTENTIONS: None.

3. Discuss/Approve 2016 Scholarship  
Ayn Perry (SVRCD) explained that a scholarship had not been advertised this spring due to a reduction in staff hours for non-project work. Options were discussed and the topic tabled until next month.

4. Cell phone policy recommendation  
Karen Mallory (SVRCD) provided some information on policies for personal cell phone use for work. Options were discussed and the topic was tabled to gather more information.

5. Long Range Plan Review – 30 minute discussion on proposed edits  
Ayn Perry (SVRCD) went over the edited plan and additional revisions were discussed.

6. June SVRCD Regular Meeting Date  
Due to date conflicts for Directors and availability of the County monthly reports for the Financial Report, by common consent the June meeting was moved from June 8 to June 15.

**Meeting Adjourned** – 8:03 p.m.

Minutes approved as typed as corrected.

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Chairman

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Date

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District Administrator