



Ford County Soil and Water Conservation District

1380 W. OTTAWA, PAXTON, IL 60957 Phone (217) 379-2372

MINUTES OF BOARD MEETING December 5th, 2016

I. CALL TO ORDER

The monthly board meeting of the Ford County Soil and Water Conservation District was held at the USDA Building, Paxton, IL and was called to order by Hawthorne at 7:44 a.m. Members present were: Kenneth Hawthorne, Kurt Edwards, Will Glazik and Todd Lee. District employees: Catie Loomis. NRCS: absent

II. REPORT OF COOPERATING AGENCIES

NRCS-none

FSA- pressure to complete CRP

III. APPROVE MINUTES

The Board reviewed the minutes from the November 9th 2016 Board meeting. It was moved by Edwards and seconded by Glazik to approve the November 9th 2016 minutes. Motion carried with four directors present at 7:50 a.m.

IV. APPROVE TREASURER'S REPORT

The Treasurer's report was given with the following balances as of November 31, 2016

Capital Reserve \$70,069.65

Paxton First National Bank checking \$110,022.56

IL Funds Operation account \$00.00

IL Funds Program account \$00.00

Petty Cash \$ 53.79

Total of \$180,146

- It was moved by Glazik and Seconded by Lee to approve the treasurer's report from 11/01/16 to 11/31/16, as presented by RC, Catie Loomis. Motion carried with four directors present at 7:53 a.m.
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A. Approve Bills

The following were approved for payment from First National Bank:

⊙ 11/3/16 Catherine Loomis payroll	\$1,168.90
⊙ 11/3/16 Catherine Loomis travel reimbursement	\$59.94
⊙ 11/11/16 Nursery dealer certificate	\$50.00
⊙ 11/11/16 Board meeting expense	\$12.09
⊙ 11/11/16 Catherine Loomis sale bonus	\$33.85
⊙ 11/17/16 Catherine Loomis payroll	\$1,168.90
⊙ 11/21/16 Board meeting expense	\$10.88
⊙ 11/25/16 FY16 Audit	\$1,400.00
⊙ 11/25/16 Worker comp/ liability ins	\$180.67

Edwards moved to disburse payment from the First National Bank checking account as presented and Lee seconded it; motion carried with four directors present at 7:57 a.m.

B. Approve Staff Time Sheets

Approving the timesheets was postponed until the next meeting where Treasurer, Adam Thorndyke, is present.

V. OLD BUSINESS- UPDATES

All programs and services of the Ford County Soil and Water Conservation District are offered on a nondiscriminatory basis without regard to race, color, national origin, religion, gender, sexual orientation, age, marital status or handicap

Edwards moved to pay Ford-Iroquois Extension Dues and Glazik seconded it. The motion passed at 8:06 am with 4 directors present.

The board suggested placing a job posting ad on the Lakeland Community College Site.

Postpone addressing annual plan of work until January meeting.

VI. GRANTS AND FUNDING UPDATES

- A. **PFC: FY 2016-2017-** we will discuss PFC prioritization at a future meeting

VII. NEW BUSINESS

Edwards Moved to remove previous AC, Tina Bachman, from all bank accounts at the First National Bank of Paxton and add Catherine MG Loomis to all bank accounts and also give her access to online banking. It was seconded by Glazik and carried with 4 directors present at 8:26am.

Glazik moved to subcontract out some of the AC work to Renee Weitekamp at the Champaign Co. SWCD for \$19/hr plus mileage. It was seconded by Lee and carried at 8:51am with 4 directors present.

The board also considered whether the district could hire Renee Weitekamp to just do the books and have the new AC-RC just do new projects. We could also sometimes send our staff to work at Champaign in exchange for Renee's help at the Paxton office.

VIII. DISTRICT EMPLOYEE REPORTS SEPT-OCT

- A. **RC's REPORT -**
- B. **AC's REPORT -**

IX. COMMITTEE REPORTS – none

X. CORRESPONDENCE/MISCELLANEOUS –

XI. PLAN NEXT MEETING –January 9th, 2016 at 7:30 a.m.

XII. ADJOURN- motion made to adjourn by Edwards and seconded by Glazik with four directors present at 10:15 a.m.